

shaping tomorrow, today.  
**PLAN ROSSMORE**



The Corporation of the Municipality of Prince Edward

## **ROSSMORE URBAN CENTRE SECONDARY PLAN**

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MAY 2016



**DOCUMENT CONTROL**

<b>Client:</b>	Prince Edward County
<b>Project Name:</b>	Prince Edward County Secondary Plans Project
<b>Report Title:</b>	Rossmore Urban Centre Secondary Plan
<b>IBI Reference:</b>	35539
<b>Version:</b>	Adoption Draft
<b>Digital Master:</b>	J:\35539_Rossmore\10.0 Reports\Rossmore Secondary Plan\35539 PTR-RossmoreSecondaryPlanDraft-2015-08-28_MMAHComments
<b>Originator:</b>	John Uliana
<b>Reviewer:</b>	John Uliana
<b>Authorization:</b>	John Uliana
<b>Circulation List:</b>	
<b>History:</b>	

# TABLE OF CONTENTS

<b>PREFACE .....</b>	<b>IV</b>
A Community Vision for Rossmore .....	iv
<b>PART ONE: PLAN ROSSMORE – SHAPING TOMORROW, TODAY .....</b>	<b>1-1</b>
<b>1. PLAN ROSSMORE – SHAPING TOMORROW, TODAY .....</b>	<b>1-2</b>
1.1 Introduction .....	1-2
1.2 Purpose of the Plan.....	1-2
1.3 Community Planning Process.....	1-2
1.4 Sustainable Rural Economy.....	1-3
1.5 Looking Ahead: Growth Scenario for Rossmore .....	1-4
1.6 Organization of the Plan .....	1-5
1.7 How to Read the Plan.....	1-6
<b>PART TWO: LAND USE .....</b>	<b>2-1</b>
<b>2. LAND USE.....</b>	<b>2-2</b>
2.1 Introduction .....	2-2
2.2 Evolution of Rossmore .....	2-2
2.2.1 Settlement Structure .....	2-2
2.2.2 Population Growth .....	2-3
2.2.3 Land Use Framework .....	2-3
2.3 Secondary Plan Map and Land Use Areas.....	2-5
2.3.1 The Land Use Areas .....	2-5
2.3.2 The Map.....	2-5
2.4 Residential Areas .....	2-5
2.4.1 Village Residential Area .....	2-5
2.4.2 Neighbourhood Development Area .....	2-8
2.5 Village Core.....	2-11
2.5.1 Village Core Area .....	2-11
2.6 Employment Area.....	2-13
2.7 Park and Open Space Area.....	2-15
2.8 Environmental Protection Area.....	2-16
2.9 Policy Areas.....	2-19
2.9.1 Policy Area 1 – Area South of Highway 62.....	2-19

## TABLE OF CONTENTS (CONT'D)

<b>PART THREE: COMMUNITY FACILITIES AND SERVICES</b> .....	<b>3-1</b>
<b>3. PART THREE: COMMUNITY FACILITIES AND SERVICES</b> .....	<b>3-2</b>
3.1 Transportation and Circulation.....	3-2
3.1.1 Transportation System Planning.....	3-2
3.1.2 Road Network Hierarchy.....	3-4
3.1.3 Transportation Demand Management, Traffic Calming and Design Strategies.....	3-4
3.1.4 Active Transportation System.....	3-6
3.1.5 Parking.....	3-7
3.2 Services and Utilities.....	3-7
3.3 Waste Management.....	3-10
<b>PART FOUR: QUALITY OF PLACE</b> .....	<b>4-1</b>
<b>4. PART FOUR: QUALITY OF PLACE</b> .....	<b>4-2</b>
4.1 Village Design.....	4-2
4.1.1 Residential Design.....	4-3
4.1.2 Mixed Use Design.....	4-5
4.1.3 Green Design.....	4-6
4.2 Cultural Heritage.....	4-9
4.3 Housing.....	4-10
4.4 Economic Development.....	4-14
4.5 Redevelopment and Community Improvement.....	4-15
4.5.1 Redevelopment of Sites.....	4-15
4.5.2 Community Improvement.....	4-16
4.6 Green Infrastructure.....	4-18
4.6.1 Parks and Open Space.....	4-18
4.6.2 Natural Heritage System.....	4-20
4.7 Environmental Management.....	4-22
4.7.1 Water Resources.....	4-23
4.7.2 Village Forest.....	4-24
4.7.3 Environmental Impacts and Analysis.....	4-25
4.8 Natural and Human-Made Hazards.....	4-26
<b>PART FIVE: IMPLEMENTING PLAN ROSSMORE</b> .....	<b>5-1</b>
<b>5. IMPLEMENTING PLAN ROSSMORE</b> .....	<b>5-2</b>
5.1 Plan Administration.....	5-2
5.1.1 Zoning By-law.....	5-2

## TABLE OF CONTENTS (CONT'D)

5.1.2	Minor Variance.....	5-5
5.1.3	Land Division .....	5-5
5.1.4	Site Plan Control .....	5-6
5.1.5	Non-Conforming Uses .....	5-7
5.1.6	Property Standards .....	5-8
5.1.7	Property Acquisition .....	5-8
5.1.8	Application Requirements .....	5-9
5.2	Plan Monitoring and Review.....	5-10
5.2.1	Interpretation .....	5-11
5.2.2	Amendments to the Plan.....	5-12
5.2.3	Monitoring .....	5-12
5.3	Public Works and Financial Management.....	5-13
5.3.1	Public Works .....	5-13
5.3.2	Finance .....	5-13
5.4	Appendices .....	5-14
	<b>APPENDIX 1 .....</b>	<b>6-1</b>
	<b>SECONDARY PLAN SCHEDULES .....</b>	<b>6-4</b>
	<b>SCHEDULE A: SECONDARY PLAN LAND USE MAP</b>	
	<b>SCHEDULE B: SECONDARY PLAN TRANSPORTATION MAP</b>	
	<b>SCHEDULE C-1: SECONDARY PLAN POLICY AREA 1</b>	
	<b>SCHEDULE D: SECONDARY PLAN CONSTRAINTS MAP</b>	

## PREFACE

### A Community Vision for Rossmore

At the heart of the Village of Rossmore is community. The Rossmore community is defined by spirit, values, sense of place, neighbourliness, small ‘town’ charm, and quality of life. This community is united by the elements that comprise it – housing, ecosystems, natural resources, transportation, economic opportunities, traditions, histories, architectural design, recreational and leisure opportunities, but more importantly, the people. The very essence of Rossmore is shaped by these elements.

Looking to the future, the residents of Rossmore envision living in a community that:

- Sustains community spirit, values, sense of place, neighbourliness, small town charm, and quality of life;
- Grows from the inside out;
- Is walkable;
- Provides economic opportunities;
- Protects waterfront access and natural resources;
- Has a park-like atmosphere;
- Protects and promotes its history and heritage;
- Is good for growing up and growing older;
- Is safe and affordable;
- Is a complete, full service community;
- Is sustainable;
- Is accessible;
- Has a thriving business core with a revitalized “main” street presence along Highway 62, and integrated design; and
- Has excellent recreational amenities.

Development in Rossmore will be based on a community-centered approach that has regard to the elements that comprise the community vision.

## **PART ONE: PLAN ROSSMORE – SHAPING TOMORROW, TODAY**

This Part outlines the purpose of the Secondary Plan for Rossmore and the process by which it was prepared, describes how the County's sustainable rural economy approach is integrated into the policy framework, and summarizes the potential scenarios for growth upon which the Plan is based. This Part also describes how the Plan is organized and how the policies within the Plan are structured.

# 1. PLAN ROSSMORE – SHAPING TOMORROW, TODAY

## 1.1 Introduction

In January 2014, the Corporation of the County of Prince Edward (the County) began the process of preparing a new Secondary Plan (the Plan) for the Village of Rossmore. The existing Secondary Plan was approved by the Province in 1991, and does not reflect current land use trends or provincial policies and legislation. Since much has changed in Rossmore in the past 24 years, it is also important that a new vision for the community's future be established and that a plan be prepared to guide future growth and development in such a way that the vision can be achieved.

This Plan is not merely a summary of ideas and wish lists: it is a collection of goals and policies that focus on what is achievable in the next 20 years. These goals and policies are meaningful only if translated into actions that are tangible and can be implemented. The future of Rossmore will continue to be shaped by its rich past and the quality of place it provides. This quality of place is vital in attracting new residents and businesses to the community and in ensuring that Rossmore is a healthy and sustainable place to live, work, and play.

This Plan represents one part of a County multi-part process of an overall Official Plan review in compliance with the *Planning Act* which requires official plan updates every five years.

## 1.2 Purpose of the Plan

This Plan serves several purposes:

- Outlines a vision for Rossmore's long-range physical development that reflects the aspirations of the community and professional judgement of the planning team while managing the effects of such development on the social, economic, and environmental well-being of the community;
- Provides strategies and specific implementing actions that will allow this vision to be accomplished;
- Establishes a basis for judging whether specific development proposals and public works are in harmony with the Plan;
- Allows the County, other public agencies, and property owners to coordinate and design projects that will enhance the character of the community;
- Provides the basis for establishing and setting priorities for relevant studies, plans, and programs that will implement the Plan;
- Reflects and is consistent with the 2014 Provincial Policy Statement; and
- Reflects and is consistent with the general intent and purpose of the County Official Plan.

This Plan provides the framework within which decisions on how to grow, provide public services and facilities, and protect and enhance quality of place are to be made. This Plan does not, in itself, control or regulate the development of land by private interests. This Plan provides the basis for the passing of municipal by-laws, administration of the planning process, and the matters to be considered in the evaluation of land development. Once this Plan comes into effect, no by-law shall be passed and no public work undertaken that does not conform to this Plan.

## 1.3 Community Planning Process

The Secondary Plan review process began in January 2014. As a first step, IBI Group prepared a

document titled *Existing Conditions Technical Memorandum: Rossmore Village*. This memorandum presents a “snapshot” summary of the existing conditions in Rossmore with respect to a variety of components, including: land use; population and residential land need; economic development; infrastructure; transportation and circulation; urban design; cultural heritage; natural heritage and natural hazards; and healthy and green community. The purpose of this technical memorandum was to identify a range of land use issues that should be addressed in a new Rossmore secondary plan. Many of these issues were identified by the community.

As a second step, IBI Group delivered a questionnaire to most households and businesses in Rossmore and conducted an open house/workshop on February 20, 2014. The purpose of the workshop was to share information about the secondary plan project—including the issues raised in the Existing Conditions Memorandum—and obtain the views from community members about what they value most about Rossmore now and in the future. Draft land use scenarios were presented for discussion and to solicit input. A draft community vision, and issues and options were prepared.

A preferred development strategy for Rossmore was prepared based on the input received, and based on the analysis by the consultant team. This preferred development strategy has informed the Secondary Plan policies in this document.

## 1.4 Sustainable Rural Economy

The development strategies presented in this document provide a means of accommodating future growth in Rossmore. In doing so, the development strategies are intended to preserve and enhance the quality of place of Rossmore and provide flexibility in the use of both land and buildings. Quality of place is vital to attracting a diversity of new residents to the area to support the community’s transformation to a sustainable rural economy. The draft Prince Edward County Community Development Strategic Plan (2013) defines a sustainable rural economy as:

*...an economy that harnesses the talents of local citizens, attracts new residents, businesses and investors to a place with authentic quality of place experience, and where entrepreneurship and innovation of businesses and services are not only encouraged, but rewarded as well.*

Since entrepreneurs and small businesses may use the spaces in which they live to work in as well – or may share space with other entrepreneurs and/or small businesses – traditional land use policies and regulations can make it difficult to easily integrate sustainable rural economy uses into the community. The development policies presented in this document incorporate and reflect the County’s strategy for the Sustainable Rural Economy.

New residents, entrepreneurs, and businesses are attracted to quality of place, as reflected in the County’s economic development efforts. It is also noted that entrepreneurs and small businesses often require a more flexible approach to land use policy and regulation in order to support easy start up and long term success. The development strategy presented in this document is intended to preserve and enhance the quality of place in Rossmore while providing for opportunities to accommodate sustainable economic uses as much as is reasonable and appropriate. With respect to the quality of place, the development strategy recommends:

- That new residential areas be more pedestrian accessible in terms of design, walkability, and accessibility to the village core;
- That the village core continues to develop as the commercial shopping area of the community and that detailed design guidelines be used to enhance its look and feel;
- That connectivity in Rossmore be improved, not just for drivers, but for the benefit of pedestrians and cyclists so as to provide healthy choices for getting around;
- That the village core be developed as a pedestrian friendly area and measures be implemented to reduce vehicular speed to one more in line with commercial centres, such as 50kph; and

- That municipal parkland and open space in Rossmore help to define the community as being sustainable and that these resources serve all in the community equally.

With respect to providing opportunities to accommodate sustainable economy uses, the development strategy recognizes:

- That there is great potential for live/work opportunities in both residential neighbourhoods and the village core;
- That land use designations and supporting policies should incorporate a mix of uses across the community and allow for zoning tools that enable sustainable rural economy uses.

Development should be as compact as services allow, sustainable, mixed use, and of high design to create a sense of place. Residential development should include more than one housing type, tenure, residents, and level of affordability.

Non-residential development should include a diverse range of uses compatible with residential development and consistent with emerging Sustainable Rural Economy with opportunities for full on-site integration. Uses could include: artistic; design; education; horticulture; publishing; recreation and so forth. There are also possibilities for inclusion of an employment area to spur economic opportunities.

## 1.5 Looking Ahead: Growth Scenario for Rossmore

The analysis of growth scenarios and development strategies was the subject of the Planning Report titled: Rossmore Growth Scenarios and Development Strategies.

The best estimate of population growth was arrived at after considering the historical pattern of growth for Rossmore; the method of servicing being by a municipal water supply and private subsurface sewage disposal systems (septic systems or holding tanks) and communal septic systems, a servicing method not anticipated to change within the planning horizon of this secondary plan; Rossmore's location; and availability of an expanded water supply, Rossmore has ongoing potential for growth.

Three growth scenarios were considered. These scenarios include low-growth, moderate-growth, and full build-out. Each scenario was based on varying assumptions. The 20-year planning horizon presented is the typical timeframe of secondary plans. The scenarios considered represent a range of potential growth and are not intended as targets – they were used as a means of organizing the development strategies.

The Secondary Plan is based on Growth Scenario 3 – full build-out. This scenario assumes that all of the lands in Rossmore that are in various stages of planning approval, or are in the logical path of development, are built out by 2034. Based on current zoning and development precedents in the area, IBI Group estimates that Rossmore has the potential for 202 additional units. Assuming the average household size for Rossmore of 2.5 people per unit continues, the permanent population of Rossmore would increase by 505 people to a total of 1,160 people by 2034, as shown in the table below:

**Growth Scenario 3**

GROWTH SCENARIO INFO	TOTAL
Current Population	655
Permanent Population in 2034	1,160
New Residents	505
New Residential Units	202

This is less than the High Growth B scenario in the *2003 Growth and Settlement / Servicing Strategy* which estimated an additional 500 units in the growth scenario. The difference is based on existing servicing strategies, resulting lot sizes, and resulting land consumption.

## 1.6 Organization of the Plan

This Plan includes two interrelated components—policies and schedules—that must be considered together when determining the relevance of the Plan to a particular land area. The policies of this Plan are organized into five main parts:

- I. **Plan Rossmore – Shaping Tomorrow, Today.** This Part outlines the purpose of the Plan and the process by which it was prepared. It describes the integration of the County’s sustainable rural economy concept into the goals and policies of the Plan and summarizes the potential scenarios for growth upon which the Plan is based. Finally, it describes how the Plan is organized and the policies within are structured.
- II. **Land Use.** This Part outlines the land use strategy for Rossmore and provides the physical framework for development in the village. It establishes policies related to the use, location, and intensity of development. It also outlines criteria by which development in Rossmore is evaluated to ensure it is compatible with existing uses and development.
- III. **Community Facilities and Services.** This Part provides various standards for community facilities and services, including traffic and circulation, infrastructure and utilities.
- IV. **Quality of Place in Rossmore.** This Part outlines policies and guidelines for the preservation and enhancement of Rossmore’s quality of place with respect to village design, cultural heritage, housing, economic development, community improvement, and green infrastructure which includes parks, open space, and environmentally sensitive lands.
- V. **Implementing Plan Rossmore.** This Part outlines actions to be taken to regulate development, how progress will be monitored and reviewed, how the Plan will be administered and interpreted, and how Plan implementation will be coordinated with the County’s public works and financial management efforts.

The maps of this Plan are organized into four Schedules:

1. **Schedule A: Secondary Plan Land Use Map.** This Schedule is a graphic representation of the general location, distribution, and extent of land uses envisaged by the Plan.
2. **Schedule B: Secondary Plan Transportation Map.** This Schedule is a graphic representation of the existing and proposed road and active transportation network envisaged by the Plan.

3. **Schedule C: Secondary Plan Policy Areas.** This Schedule illustrates areas in Rossmore where additional policy direction is provided by the Plan to address a specific issue or more detailed neighbourhood planning.
4. **Schedule D: Secondary Plan Constraints Map.** This Schedule is a graphic representation of identified constraints to development in Rossmore.

All Schedules are to be interpreted in conjunction with the policies of this Plan.

## 1.7 How to Read the Plan

With the exception of Part One, each Part of the Secondary Plan includes brief background information to establish the context for the numbered policies in that section. This background material is neither a comprehensive statement of existing conditions nor does it contain adopted information. Readers interested in a comprehensive understanding of issues related to a particular topic should refer to the *Existing Conditions Technical Memorandum: Rossmore Village* report. This background information may be followed by two sets of numbered policies:

- *Guiding Policies* are statements of the County's adopted goals as they relate to a particular policy matter.
- *Implementing Policies* represent the County's commitment to specific adopted actions. These policies may refer to existing programs or call for establishment of new ones by the County or others.

Together, these numbered policies are intended to reflect and achieve the long-term vision for Rossmore included in the Preface of this Plan, and establish planning requirements, programs, standards, and criteria for development review. It is important to note that a commitment to action on the part of the County should not be construed as a commitment to proceed immediately. Commitments will be undertaken in a phased manner, as determined by County Council, subject to budget considerations and program availability.

The use of "shall", "will", or "must" in the Implementing Policies indicates a mandatory requirement, whereas the use of "should", "would", "may" in the Implementing Policies indicates that a statement is advisory, not binding, and that details need to be resolved in the implementation of this Plan. Where the same topic is addressed in more than one part, sections and policies are cross-referred.

## **PART TWO: LAND USE**

This Part establishes the land use strategy for Rossmore and provides the physical framework for development in the village for the next 20 years. It establishes policies related to the use, location, and intensity of development. It also specifies how development in Rossmore should be implemented with respect to its compatibility with existing uses. These policies are intended to be read in conjunction with the other policies of this Plan.

## 2. LAND USE

### 2.1 Introduction

This Part of the Secondary Plan constitutes the framework for land use planning in Rossmore to the year 2034. To provide context, the evolution of Rossmore is described and land use in the village is summarized. The guiding principles of the land use framework, the land use classification system, and the Secondary Plan land use schedule are then presented. This section is the heart of the Plan as it provides the building blocks for the guiding and implementing policies that are intended to guide community development for the next 20 years.

### 2.2 Evolution of Rossmore

#### 2.2.1 SETTLEMENT STRUCTURE

The settlement pattern of Rossmore over the years has been largely influenced by its nature as a transit hub between the mainland and the rest of Prince Edward County, but also the fluctuation of industry in the area. The area was first settled in 1790 by Captain John Walden Meyers, who built a saw mill and grist mill. For over 200 years, residents of Prince Edward County have crossed the Bay of Quinte from Rossmore. Ferry operations served as the main source of transportation up until the first bridge was built connecting Rossmore to Belleville in 1891.

During the earlier years, residents made a business out of transporting passengers, goods and livestock across the bay. In the mid-1800s, a large saw mill operation was established on the easterly bay of the village. By the 1870s, Rossmore had a small but significant population that fluctuated with the timber trade, and ranged from 300 to 1,200 residents. At that time, the village supported a post office, general store, blacksmith shop, as well as three taverns and a two-room school. The lumber industry declined during the 1880s, and Rossmore's mills were eventually shut down and the population subsequently declined.

The first toll bridge connecting Rossmore to Belleville was completed in 1891. As a result of declining industry, the population continued to decline and by 1899 Rossmore's population was approximately 100. In 1920, the bridge was purchased by the Governments of Ontario, Belleville and Prince Edward County, and the following year it was taken over by the Province and became a toll-free public highway. The bridge that stands today was built in 1982.

Rossmore faces some challenges when it comes to creating a sense of community for residents. Historically, Ridley Street functioned as a traditional main street. Many of the buildings on Ridley Street were lost to fire, and today, Ridley Street no longer functions as a main street. Currently, none of the streets in Rossmore exhibit or function like a main street. The village is divided by Provincial Highway 62, which runs north-south and has a posted speed limit of 80 km/hour. As well, there is limited public access to the waterfront and limited recreational opportunities in the area for residents and/or visitors.

The decline in industries and resulting employment opportunities in Rossmore is reflected in the existing and evolving development pattern. The village is divided by a Provincial Highway and the existing built form does not appear to lend itself to the creation of a sense of cohesion or community identity. In the waterfront areas, there are small lots with high lot coverage, including accessory structures. A significant contrast exists between the older existing development, and the style and form of newer estate-style or large lot subdivisions.

**2.2.2 POPULATION GROWTH**

Population growth in Rossmore from 1991 to 2001 was significant at 84 persons or an increase of 17.6% over 10 years. Average number of persons per household was 2.6 and resulted in a total of approximately 215 dwelling units within the study area.

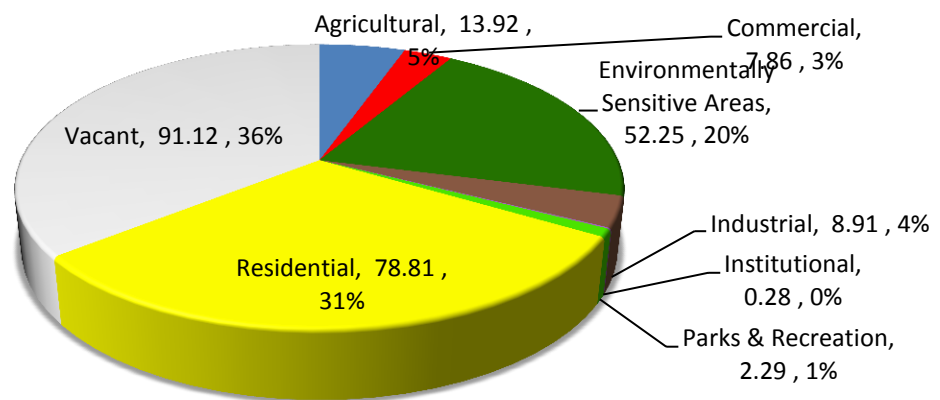
Rossmore appears to be poised for a period of strong growth with several major landholdings currently in various stages of planning approval. The developments proposed could result in the construction of approximately 62 new residential units and the addition of approximately 155 new residents. This activity speaks to the high level of development interest in Rossmore and to the potential for future expansion.

**2.2.3 LAND USE FRAMEWORK**

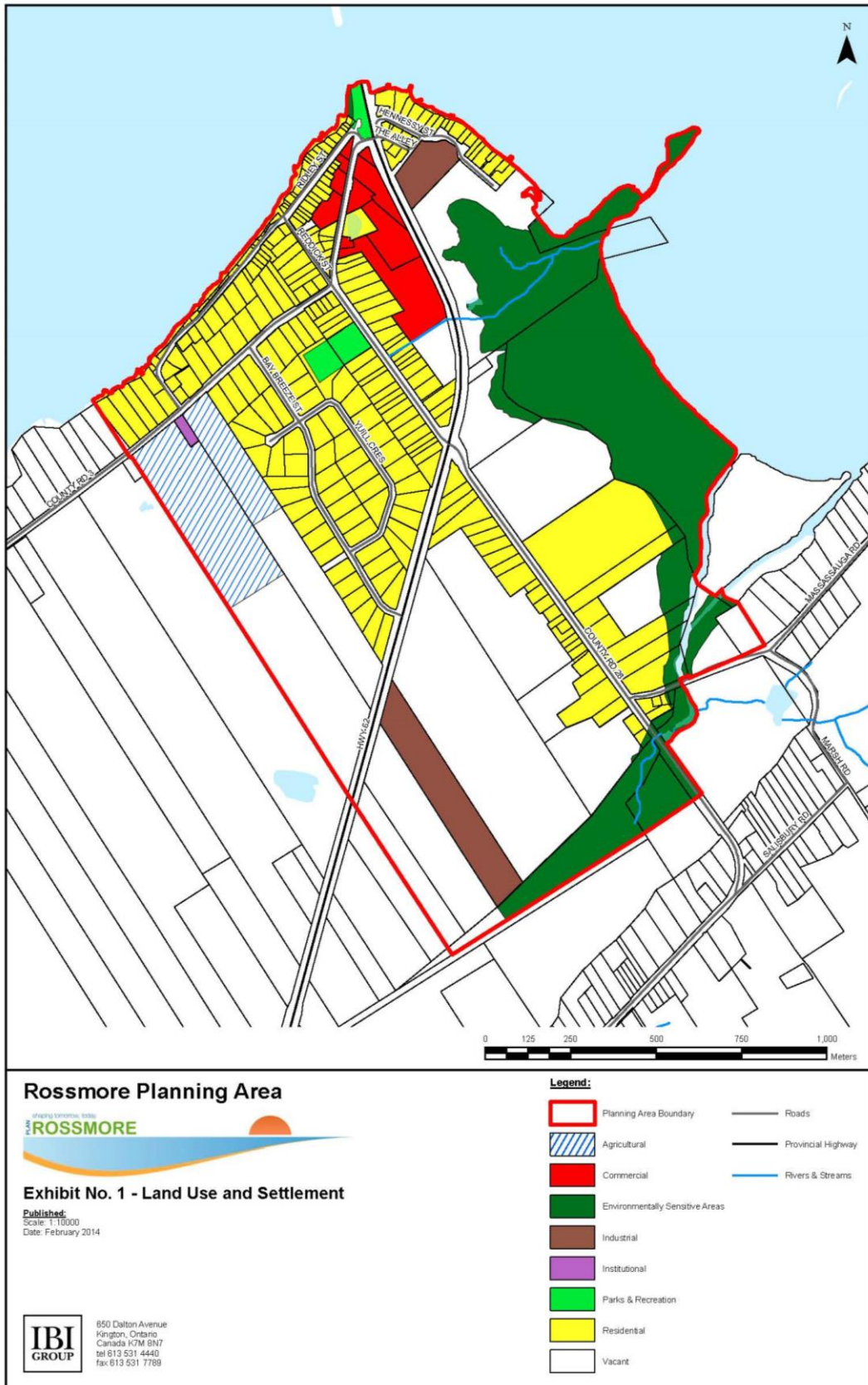
As shown in Exhibit 1, the residential lands in Rossmore are mainly concentrated to the northwest of Highway 62, along the waterfront, and along County Road 28. The commercial core of Rossmore sits on the west side of Highway 62 just before the Norris Whitney Bridge. The area was historically the hub of activity in Rossmore.

Figure 2 illustrates the existing land use distribution in Rossmore based on land area. The residential portion of the village makes up the second largest land use with 30.86% of the land area. The largest land use in Rossmore is classed as undeveloped or vacant land, representing 35.67%. Vacant lands represent an opportunity for future development and growth within the geographic village boundary. Lands have been designated for residential, commercial, institutional, open space and industrial uses. Of the vacant land, 32.5 hectares (36%) has been proposed for residential development by two new plans of subdivision.

Environmentally sensitive areas make up the third largest land use in Rossmore, at 20.45%. Environmentally sensitive areas are mainly located in the north east portion of Rossmore, and extend southerly to the south eastern boundary of the village. Although these lands decrease the availability of developable land, their presence provides Rossmore with a natural setting, and presents the opportunity for passive recreation planning. The remainder of the land uses in Rossmore include agricultural (5.45%), industrial (3.49%), commercial (3.08%), parks and recreation (0.90%), and institutional (0.11%).



**Figure 2-2: Rossmore Land Use Framework**



## 2.3 Secondary Plan Map and Land Use Areas

### 2.3.1 THE LAND USE AREAS

The Secondary Plan land use framework is comprised of six land use areas. These areas and their associated policies are intended to be broad enough to give the County flexibility but clear enough to provide sufficient direction to implement the Plan. Detailed provisions and standards will be included in future zoning for Rossmore as appropriate and consistent with the Secondary Plan. The land use areas for the Rossmore Village include:

- Village Residential Area;
- Neighbourhood Development Area;
- Village Core Area;
- Employment Area;
- Park and Open Space Area (refer to Part Four of the Plan);
- Environmental Protection Area (refer to Part Four of the Plan); and

Within the Neighbourhood Development Area the Plan provides for policies that apply to individual developments as they are approved over time.

### 2.3.2 THE MAP

The Secondary Plan land use framework is illustrated by Schedule A: Secondary Plan Land Use Map, attached to and part of this Plan. The Map illustrates predominant land uses and the spatial relationships between them and is a graphic representation of the goals and policies of this Plan. The Map is to be used and interpreted only in conjunction with the text and other figures contained in the Plan.

## 2.4 Residential Areas

The Secondary Plan includes two land use areas to manage growth in the residential neighbourhoods of Rossmore. The policies of the Village Residential Area are intended to maintain and enhance the already established neighbourhoods of the community by encouraging compatible infill development and the extension of these neighbourhoods into surrounding undeveloped areas south of Highway 62. It is anticipated that residential development south of Highway 62 will result primarily from the westward extension of existing development along County Road 28 and from the southward extension of development south of Highway 62.

The policies of the Neighbourhood Development Area are intended to guide the future development of the new neighbourhood on the large blocks of undeveloped land south of Highway 62. This area requires that new neighbourhood development will be serviced as per the standard of existing neighbourhoods. It is recognized that the focus for expansion will be in the Village Residential Area first and the Neighbourhood Development Area second.

### 2.4.1 VILLAGE RESIDENTIAL AREA

The Village Residential Area is the predominant land use area north of Highway 62. This area includes existing residential neighbourhoods where minor infilling is encouraged. It also includes the undeveloped lands north of Highway 62, and areas south of Highway 62 and east of County Road 28 where new development will occur as an extension of the village fabric.

The policies of this area permit limited residential uses at densities that are supportable by the servicing infrastructure. Neighbourhood-scale non-residential uses intended to serve the local

neighbourhood, including schools, libraries, places of worship, home-based business, and convenience retail, are also permitted. These uses are permitted as a means of creating and encouraging a well-supported neighbourhood that includes a balance of facilities and services to meet the everyday needs of residents and make the most of existing municipal infrastructure. All development in the Village Residential Area must maintain and enhance existing neighbourhoods and be consistent with the village design policies of Section 4.1 of this Plan.

### **Guiding Policies**

It is the intent of this Plan to:

1. Support a diverse range of housing types at a range of residential densities supported by the servicing infrastructure that meets the existing and future needs of the community.
2. Encourage the creation of a complete community that meets the everyday needs of residents and makes the most of existing municipal infrastructure.
3. Support the intensification of existing residential areas where supported by the infrastructure by encouraging compatible infill development.

### **Implementing Policies**

Council shall:

#### **2.4.1.1 Existing Neighbourhoods**

1. Maintain and enhance the built form and character of existing neighbourhoods in Rossmore.
2. Permit a mix of residential unit types in existing neighbourhoods, including single detached, semi-detached, duplex, triplex, townhouse, and apartment where supported by the servicing infrastructure. Secondary and accessory units, provided no more than two units exist on one lot, shall also be permitted. Converted dwellings resulting in no more than two units shall also be permitted.
3. Permit a mix of neighbourhood-scale non-family residential uses in existing residential areas, as appropriate, including assisted and special needs housing, senior housing, and nursing homes as a means of meeting the full range of community housing needs.
4. Permit a mix of neighbourhood-scale community uses in existing neighbourhoods, as appropriate, including schools, places of worship, libraries, community centres, fire halls, parks, and day cares. Neighbourhood-scale commercial uses are also permitted, including home-based business and neighbourhood-serving convenience retail. Neighbourhood-scale community and commercial uses should ideally have direct access to a collector street.
5. Ensure that opportunities for intensification are consistent with the policies of Subsection 2.4.1.3 of this Plan with respect to intensity of use, built form, urban design, and streetscape. Intensification includes redevelopment and the development of vacant and/or underutilized lots.

#### **2.4.1.2 Extension of Existing Neighbourhoods**

1. Ensure that new neighbourhood development on greenfield lands occurs as an extension of the surrounding existing village fabric and blends the built form and character of existing neighbourhoods in Rossmore.

2. Permit a mix of residential unit types in new neighbourhood development, including single detached, semi-detached, duplex, triplex, townhouse, and apartment. Secondary and accessory units, provided no more than two units exist on one lot, shall also be permitted.
3. Require a minimum residential density of 2 units per hectare in new neighbourhood development.
4. Permit a mix of neighbourhood-scale non-family residential uses in new neighbourhood development, including assisted and special needs housing, senior housing, and nursing homes as a means of meeting the full range of community housing needs.
5. Permit a mix of neighbourhood-scale community uses in new neighbourhood development, including schools, places of worship, libraries, community centres, fire halls, parks, and day cares. Neighbourhood-scale commercial uses are also permitted, including home-based business and neighbourhood-serving convenience retail. Neighbourhood-scale community and commercial uses should ideally have direct access to a collector street.
6. Ensure that new neighbourhood development connects with existing neighbourhoods by means of streets, sidewalks, walkways or bicycle paths, and open space. Such connections will provide access to schools, parks, shopping, and work places and integrate new development in the existing village fabric. Connections shall encourage modes of active transportation and facilitate the safe separation of pedestrian and vehicular traffic (refer to Section 3.1.4). The removal of any existing connection with surrounding neighbourhoods is strongly discouraged.
7. Ensure that new neighbourhood development is consistent with the village design, green infrastructure, and environmental management policies of Sections 4.1, 4.6, and 4.7 of this Plan subject to servicing approval.

#### **2.4.1.3 Residential Intensification**

Intensification is the development of a property, site, or area at a higher density or intensity than currently exists. Intensification generally occurs by means of redevelopment, development of vacant and/or underutilized lots within built up areas, or expansion or conversion of existing buildings. Intensification is encouraged in most of the land use areas of this Plan. Given that Rossmore is mainly serviced by on-site septic systems, proposals for intensification will be subject to servicing approval.

Intensification provides an important means of achieving the community vision for future growth and development in Rossmore. The process can be used to create well-supported neighbourhoods and a complete community overall. Well-supported neighbourhoods utilize existing municipal services and facilities, encourage the provision of more affordable forms of housing, provide a broader mix of everyday uses in close proximity, and encourage active modes of transportation. A complete community is a vibrant, safe, and healthy place.

In the Village Residential Area, it is recognized that intensification will result primarily from minor infilling on existing lots of record in built areas.

1. Encourage intensification in the Village Residential Area as a means of creating well-supported neighbourhoods that utilize existing municipal services and facilities, encourage the provision of affordable forms of housing, provide a broader mix of everyday uses in close proximity, and encourage active modes of transportation.
2. Within Rossmore an overall intensification target of 10% is established.

3. Encourage the redevelopment of former employment lands for residential uses where such underutilized sites would otherwise result in the juxtaposition of incompatible uses.
4. Encourage minor infilling on existing lots of record and the rounding out of existing development patterns in existing neighbourhood areas. Minor infilling includes the expansion or conversion of existing buildings.
5. Recognize a preferred minimum target residential density of 2 units per hectare in the Village Residential Area. Higher density may be permitted where servicing infrastructure permits.
6. Consider the following when evaluating applications for intensification in the Village Residential Area:
  - a) Proposed development is consistent with the policies of the Village Residential Area and the relevant goals and policies of this Plan;
  - b) Proposed property, site, or area is suited for intensification in the context of the surrounding area;
  - c) Existing municipal services and proposed stormwater management measures can accommodate the additional development;
  - d) Existing street network can accommodate the additional traffic which would result from the development;
  - e) Proposed development is compatible with the built form and character of the surrounding neighbourhood with respect to height, massing, landscape, and streetscape;
  - f) Proposed development provides adequate privacy, sunlight, and views of the sky for existing and new residents; and
  - g) Proposed development is consistent with the village design policies of Section 4.1 of this Plan.
7. Monitor the level of intensification in existing neighbourhood areas to ensure the continued suitability of the policies of this Plan and the regulations of the implementing zoning to achieve the community vision, reduce the potential for land use conflicts, and provide adequate municipal services.

#### **2.4.1.4 Lot Splitting**

Methods of servicing can change, and so it is necessary to ensure options and opportunities are considered in the approval of development applications. Over the life of this secondary plan, a sanitary sewage collection system might be considered by Council. In the approval of new development Council will:

1. Require that the design of lots is such that the lot can be further subdivided should the County proceed with a sanitary sewage collection system in Rossmore.
2. Require, in the implementing zoning by-law, that the principal dwelling be located such that it enables the division of the lot in the case of the addition of a sanitary sewage collection system.

#### **2.4.2 NEIGHBOURHOOD DEVELOPMENT AREA**

The Neighbourhood Development Area encompasses significant blocks of undeveloped land south of Highway 62. These lands are within the urban boundary and are strategically located in the logical path of municipal water services extension.

It is anticipated that the lands within the Neighbourhood Development Area will be needed for village development at some point within the planning horizon of this Plan. It is also anticipated that the future development on these lands should represent a logical extension of the existing residential development south of Highway 62 and west of County Road 28. Strong linkages to existing development should also ease access to the Village Core. The policies of the Neighbourhood Development Area are intended to manage and accommodate the development of the lands while maintaining and enhancing the built form and character of surrounding area.

The policies of this area permit a variety of residential uses at densities where servicing infrastructure permits. They also permit neighbourhood-scale community uses—including schools, libraries, and places of worship—as well as sustainable rural economic uses and neighbourhood-serving convenience retail. These uses are permitted as a means of creating and encouraging well-supported neighbourhoods that meet the everyday needs of residents and make the most of existing municipal infrastructure and private waste disposal systems.

Prior to the development of lands within the Neighbourhood Development Area, a Neighbourhood Concept Plan (NCP) is required. The NCP is a master plan for the lands to be developed and provides direction on the development of the area in terms of land use, design, servicing, and the configuration of the road and active transportation networks. The NCP is to be completed by the development proponent and is subject to approval by the County.

### **Guiding Policies**

It is the intent of this Plan to:

1. Support the development of residential areas south of Highway 62 that represent logical extensions of existing development, maintain and enhance the built form and character of Rossmore, and support the continued viability of the Village Core.
2. Support a diverse range of housing types at a range of residential densities that meet the existing and future needs of the community and is consistent with the servicing infrastructure.
3. Encourage the creation of well-supported neighbourhoods that meet the everyday needs of residents and make the most of existing municipal infrastructure.

### **Implementing Policies**

Council shall:

1. Recognize that the focus for residential intensification in Rossmore will be in the Village Residential Area first and the Neighbourhood Development Area second.
2. Require the completion of a Neighbourhood Concept Plan (NCP) prior to the development of lands within the Neighbourhood Development Area. The NCP will provide direction on the development of the area in terms of land use, design, servicing, stormwater management, and the configuration of the road and active transportation networks.
3. Require that the completion of a Neighbourhood Concept Plan (NCP) be the responsibility of the development proponent and that it incorporate all lands upon which development is proposed. Development proponents may choose to work together with abutting landowners to prepare a NCP for the combined land area.

4. Permit a mix of residential unit types in new neighbourhood development, including single detached, semi-detached, duplex, triplex, townhouse, and apartment. Secondary and accessory units, provided no more than two units exist on one lot, are also permitted.
5. Require a minimum residential density of 2 units per hectare in new neighbourhood development.
6. Permit a mix of neighbourhood-scale non-family residential uses in new neighbourhood development, including assisted and special needs housing, senior housing, and nursing homes as a means of meeting the full range of community housing needs.
7. Permit a mix of neighbourhood-scale community uses in new neighbourhood development, including schools, places of worship, libraries, community centres, parks, and day cares. Neighbourhood-scale commercial uses are also permitted, including home-based business and neighbourhood-serving convenience retail. Neighbourhood-scale community and commercial uses shall have direct access to a collector street.
8. Permit the continuation of agricultural uses as appropriate, including those associated with the sustainable rural economy.
9. Ensure that new neighbourhood development connects with existing neighbourhoods by means of streets, sidewalks, walkways or bicycle paths, and open space. Such connections will provide access to schools, parks, shopping, and work places and integrate new development in the existing village fabric. Connections shall encourage modes of active transportation and facilitate the safe separation of pedestrian and vehicular traffic (refer to Section 3.1.4). The removal of any existing connection with surrounding neighbourhoods is strongly discouraged.
8. Ensure that new neighbourhood development is consistent with the village design, green infrastructure, and environmental management policies of Sections 4.1, 4.6, and 4.7 of this Plan.
9. Require that a completed Neighbourhood Concept Plan (NCP) is consistent with and reflects the following development principles. These development principles are intended to ensure that proposed development in the Neighbourhood Development Area:
  - a) Is serviced by municipal water and private waste disposal (refer to Section 3.2 of this Plan);
  - b) Develops, at least in part, in a manner that is contiguous with and represents a logical extension of the surrounding existing village fabric;
  - c) Encourages a compact form and the efficient expansion of municipal services;
  - d) Provides a high degree of road and active transportation connectivity, preferably in a grid-like pattern of streets that allows for contiguity and connectivity;
  - e) Incorporates a diversity of residential unit types and levels of affordability;
  - f) Achieves the residential density requirements of this Plan;
  - g) Incorporates neighbourhood-scale non-residential uses, as appropriate, as a means of creating a well-supported neighbourhood; and
  - h) Blends the built form and character of existing neighbourhoods in Rossmore and is consistent with the village design policies of Section 4.1 of this Plan.
  - i) Incorporate the design requirements of Section 2.4.1.4 of this Plan.
10. Require appropriate studies, information, and materials to be prepared in support of a Neighbourhood Concept Plan (NCP) in accordance with Section 5.1.8 of this Plan.

11. Encourage the preparation of a Neighbourhood Concept Plan (NCP) in consultation with the community. The Neighbourhood Concept Plan (NCP) is to be adopted as an amendment to the Secondary Plan. Each NCP will be identified as a Policy Area on Schedule C: Secondary Plan Policy Areas Map, and implementing policies will be included in Section 2.10 of this Plan.

## 2.5 Village Core

The policies of the Village Core Area are intended to maintain and enhance this area as the primary retail and service centre of the community. It is recognized that the Village Core Area will need to accommodate mixed-use intensification as a means of meeting the future needs of the community while providing a vibrant and pedestrian-oriented area with a traditional main street feel. As a primary contributor to the sense of identity for the community, future development in the Village Core Area must be of high quality design.

### 2.5.1 VILLAGE CORE AREA

The Village Core Area extends along Highway 62 from the junction of Highway 62 with Ridley and Hennessy Streets to the junction of Highway 62 and County Road 28. The boundary of the Village Core Area generally extends to the rear of the properties that front on Highway 62. The policies of this area permit a full range of commercial uses intended to serve residents and visitors in a pedestrian-oriented main street format of development with buildings encouraged, over time, to be located close to the road allowance. Higher density residential uses are also permitted above street-level commercial uses. Intensification in the Village Core Area is encouraged provided such development is consistent with the village design policies of Section 4.1 of this Plan and the commercial centre is maintained and enhanced.

### Guiding Policies

It is the intent of this Plan to:

1. Concentrate commercial shopping, business, office, tourism, and storefront sustainable rural economy uses in the Village Core.
2. Support a diverse mix of complementary residential and community uses that meet the existing and future needs of the community and encourage a healthy and vibrant Village Core.
3. Support the adaptive re-use and conversion of existing buildings in the Village Core while encouraging appropriate infill development.
4. Enhance the nearby waterfront area and strengthen the link between it and the Village Core.

### Implementing Policies

Council shall:

1. Recognize the Village Core as the primary shopping, business, office, and tourism centre of the community and create a traditional main street presence in this area. Future development of this type should be focused here and intensification should be encouraged. The role of the Village Core as the community centre should be supported by considering the area as the focal point for public gatherings, festive and civic occasions, cultural events, tourism, and social interaction in Rossmore.
2. Support the development of tourism-related uses and activities in the Village Core to support local business and create a healthy and vibrant commercial area.

3. Permit a mix of commercial and community uses in the Village Core, including but not limited to: retail; personal service; business service; tourism service; office; arts and entertainment; workshops; restaurant; museum; library; parks and open space.
4. Permit traditional smaller-scale retail and service uses. The County will consider the preparation of village design policies as per Section 4.1 of this Plan as one effort in maintaining and enhancing the commercial centre.
5. Focus higher density residential development in the Village Core as a means of supporting the long term viability of local businesses, strengthening the live/work relationship, and thereby encouraging the development of a Village Core as a vibrant district.
6. Permit a mix of higher density residential unit types in the Village Core, including townhouse, stacked townhouse, and apartment. Secondary and accessory units shall also be permitted, as appropriate, subject to servicing approval.
7. Encourage the development of mixed use buildings in the Village Core. While the development of upper floors for residential purposes in new and existing buildings is encouraged in locations compatible with adjoining uses, ground floor residential use is discouraged for buildings along Highway 62.
8. Recognize that intensification in the Village Core will include infilling on existing lots of record and from redevelopment of key sites. Intensification in the Village Core shall be consistent with the village design policies of Section 4.1 of this Plan.
9. Permit new buildings in the Village Core of up to four storeys in height. It is recognized that some flexibility in building height may be necessary to accommodate mixed use buildings with varying floor heights and to support the redevelopment of key sites.
10. Consider bonusing to encourage intensification in the Village Core in exchange for facilities, services, or matters of community benefit, provided such development is consistent with the village design policies of Section 4.1 of this Plan and the commercial centre is maintained and enhanced.
11. Permit limited additions to designated properties as a means of encouraging their adaptive re-use, provided such additions are architecturally compatible with the existing building.
12. Require that new development in the Village Core be of high quality design and support the image of the area as an enjoyable, safe, and pedestrian-oriented place of cultural heritage value.
13. Establish design guidelines for the Village Core as a means of guiding and evaluating applications for new development, ensuring that it is sensitive to and supports the planned nature of the commercial centre, and that it adheres to the vision for the Village Core as established by the community as part of the Secondary Plan process. Design elements to be considered by the guidelines include:
  - a) Built form, including: building location, intensification, lot size, building setbacks, use, building height, massing and scale, upper window openings, storefront display windows, entrances, cornice lines and roof form;
  - b) Architectural details, including: building material; building colour; awnings; signage; lighting;
  - c) Streetscape, including: lighting, walkways, street trees and planting, wayfinding, gateway signage, street furniture, open space and linkages (including waterfront), public art; and

- d) Parking and access, including: parking location and design, planting and screening, pedestrian safety, Crime Prevention Through Environmental Design (CPTED) principles, barrier free access.
14. Ensure that all new development in the Village Core provides adequate off-street parking. Alternative means of meeting this policy should be considered, if appropriate and may consist of options such as cash-in-lieu, shared parking. It is important that vehicle access and parking in the Village Core is carefully balanced with the provision of enhanced pedestrian-oriented access and amenity. Refer to Section 3.1.5 of this Plan.
15. Recognize the importance of the Environmental Protection Area waterfront as an important part of the Village Core and as a contributor to the economic and social success of the area. The waterfront area should be enhanced and the links between it and the Village Core strengthened by means of visual and physical connections, signage, etc.
16. Pursue opportunities to reduce speed along Highway 62 in order to enable the creation of a Village Core in Rossmore.

## 2.6 Employment Area

The Secondary Plan includes a land use area to manage growth in employment development in Rossmore. The policies of the Employment Area are intended to accommodate commercial, industrial, manufacturing, and sustainable rural economy uses that typically require a larger building, a larger lot, or outdoor storage area than is appropriate for other land use areas. These uses often require separation from sensitive land uses to ensure compatibility and minimize off-site impacts.

The Employment Area is located on the south side of Highway 62 to cluster like uses and to maximize the efficient use of land and municipal infrastructure.

### Guiding Policies

It is the intent of this Plan to:

1. Support a diverse range of commercial and industrial uses that meet local and regional service needs, create employment, maximize the use of the land, encourage revitalization of existing industrial lands, and foster opportunities for economic development.
2. Protect and preserve employment lands for current and future employment development.
3. Encourage employment development that is located with like uses, is carefully designed to minimize off-site impacts, and is adequately serviced by infrastructure.
4. Ensure the compatibility of employment development with surrounding residential while permitting such development the opportunity to expand as needed.
5. Ensure that employment development contributes to the image and character of Rossmore.

### Implementing Policies

Council shall:

1. Plan for sufficient employment-designated land to meet the ongoing need for commercial and industrial space and services that can be supported by local and regional residents, businesses,

and workers. Sufficiency should be considered during five-year updates to this Plan, including any consideration to convert such lands to non-employment use.

2. Discourage the conversion of lands within the Employment Area designation to a non-employment designation. Such conversion should only be considered through a comprehensive review, only where it has been demonstrated that the land is not required for employment purposes over the long term and that there is a need for the conversion.
3. Permit a mix of commercial and industrial uses in the Employment Area, including but not limited to: warehousing and storage; freight forwarding; light manufacturing, assembly, and processing; research and development; office; communications; utilities; transportation; printing and publishing; building supply; and showroom retail.
4. Permit a mix of complementary neighbourhood-scale non-employment uses in the Employment Area to better meet the daily needs of local workers and reduce vehicle trips, including but not limited to: convenience retail; take-out restaurant; daycare; and ATMs. Such uses shall not interfere with existing employment uses or limit future employment expansion opportunities.
5. Recognize that while most employment uses will typically occur within enclosed buildings, some outdoor operations and storage may be necessary.
6. Ensure that all new and infill employment development provides adequate off-street parking and loading. Access points to parking and loading should be designed to minimize the potential conflict between pedestrian and vehicular traffic. Access to employment development from residential streets is discouraged.
7. Avoid the encroachment of incompatible land uses on the Employment Area to protect future employment expansion opportunities and minimize the potential for future development conflicts.
8. Ensure compatibility between employment development and surrounding neighbourhoods by establishing setbacks in accordance with relevant Ministry of the Environment guidelines related to land use compatibility and by screening outdoor storage areas from neighbouring properties and public streets as a means of reducing or eliminating the potential for adverse offsite effects, such as noise, vibration, odour, dust, lighting, and glare.
9. Consider the preparation of design guidelines for development in the Employment Area. These guidelines could address:
  - a) Building orientation, design, and setbacks;
  - b) Landscaping, screening, and fencing;
  - c) Outdoor storage;
  - d) Signage;
  - e) Access controls;
  - f) Parking and loading;
  - g) Outdoor eating areas; and
  - h) District gateways, entry features.
10. Ensure that new employment development is consistent with the green infrastructure and environmental management policies of Sections 4.6 and 4.7 of this Plan.

## 2.7 Park and Open Space Area

The Park and Open Space Area is intended to preserve and enhance the network of park and open space lands in Rossmore and accommodate recreational facilities, community centres, parks, private recreational facilities, and other public open space areas.

The Park and Open Space Area represents a significant component of the green infrastructure in Rossmore. While the policies of this Section of the Plan relate specifically to land use and development of these lands, the policies of Section 4.6.1 of this Plan provide additional direction regarding the goals and objectives of the Plan for parks and open space in Rossmore.

### Guiding Policies

It is the intent of this Plan to:

1. Recognize park and open space lands as valuable resources that help define the community identity and image of Rossmore.
2. Ensure that park and open space development conserves and enhances the role of these lands for recreational, cultural, and leisure pursuits.

### Implementing Policies

Council shall:

1. Provide an adequate supply and equitable distribution of parks and open space land, consistent with development expansion and community needs.
2. Permit a mix of recreation and conservation related land uses in the Park and Open Space Areas.
3. Coordinate the planning and development of Rossmore's waterfront in consultation with relevant government agencies and the private sector to ensure that the tourism and recreational goals and policies of this Plan are achieved and that all legislative approvals are obtained prior to construction. Matters to be considered in the planning and development of docking and associated facilities include, but are not limited to:
  - a) Potential environmental and ecological impacts of construction and operation, and recommended mitigation measures and monitoring requirements;
  - b) Public use and access to facilities;
  - c) Integration multi-use facilities and multi-modal linkages;
  - d) Potential land use impacts, including compatibility and consistency with village design objectives;
  - e) Potential traffic and parking impacts;
  - f) Potential economic and municipal fiscal impacts;
  - g) Marine archaeology; and
  - h) Secondary Plan consistency.

4. Recognize that privately-owned lands within the Park and Open Space Area may not be open to public access and use and that there is no obligation for the County or any other public agency to purchase such lands.
5. Prepare a Parks Master Plan for Rossmore to establish a park classification scheme, determine the amount of parkland to be provided in the village, and identify a distribution of parkland by park type.
6. Ensure that new park and open space development is consistent with the green infrastructure and environmental management policies of Sections 4.6 and 4.7 of this Plan.

## 2.8 Environmental Protection Area

The Environmental Protection Area represents a significant component of the green infrastructure in Rossmore. This area is intended to preserve and enhance lands with inherent environmental sensitivity. The boundaries of the Environmental Protection Area are based on ecological land classification (ELC) mapping completed in support of the preparation of this Secondary Plan. They are also based on analysis and mapping completed by other agencies, including Quinte Conservation and the Ministry of Natural Resources. These boundaries may change over time as a result of additional analysis or project-specific Environmental Impact Studies (EIS).

While the policies of this Section of the Plan relate specifically to land use and development of these lands, the policies of Sections 4.6 and 4.7 of this Plan provide additional direction for green infrastructure and environmental management. Refer to Section 4.8 of this Plan for the goals and policies related to natural and human-made hazards.

### Guiding Policies

It is the intent of this Plan to:

1. Preserve and enhance the ecological function and value of significant environmental lands in Rossmore.

### Implementing Policies

Council shall:

1. Recognize that the Environmental Protection Area may include the following lands:
  - a) Provincially and locally significant wetlands and coastal wetlands not already identified as significant;
  - b) Significant areas of natural and scientific interest (ANSIs);
  - c) Habitat of endangered and threatened species as defined by the Endangered Species Act;
  - d) Significant wildlife habitat;
  - e) Significant woodlands;
  - f) Significant valleylands,
  - g) Fish habitat, and
  - h) Areas with inherent environmental sensitivity yet to be evaluated.

2. Recognize that the boundaries of the Environmental Protection Area may change as a result of more detailed analysis completed by public agencies such as Quinte Conservation and the Ministry of Natural Resources and Forestry, or as a result of project-specific Environmental Impact Studies (EIS) completed by an applicant.
3. Development and site alteration shall not be permitted in the following natural heritage features of the Environmental Protection Area unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions; significant woodlands, significant valleylands, significant wildlife habitat, significant areas of natural and scientific interest and coastal wetlands.

Development and site alteration shall not be permitted in provincially significant wetlands or provincially significant coastal wetlands.

Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.

4. Limit uses within the Environmental Protection Area to those related to open space, conservation, or flood protection, including: educational and interpretive activities; passive recreational activities; flood control structures or works; erosion control structures or works; and existing agricultural activities. Such development must be approved in consultation with Quinte Conservation, as appropriate.
5. Development and site alteration shall not be permitted in the habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.

The County recognizes that available information regarding the locations of endangered and threatened species and their habitat is incomplete. The County will accept information regarding Threatened and Endangered Species habitat from the Ministry of Natural Resources and Forestry (MNRF) as it becomes available and will use this information in confidence, to screen all planning applications for potential development constraints. The County will consult with MNRF as appropriate.

In order to determine the presence of Threatened and Endangered species and to assess the impacts that proposed activities may have on the habitat of threatened and species, a site assessment by a qualified professional may be required to be completed at the appropriate time of year. The assessment must identify whether any endangered or threatened species are present and whether the proposed activities will have any impact on threatened and endangered species or their habitat. MNRF can be contacted for further direction regarding site specific proposals.

6. Require preparation of an environmental impact study (EIS) in support of any development or site alteration proposed on lands within or adjacent to an Environmental Protection Area. The EIS shall address the requirements outlined in Policy 4.7.3.2 of this Plan and demonstrate that there will be no negative impacts on the natural heritage features or their ecological functions. The applicant shall pre-consult with the County pursuant to Policy 5.1.8.1 of this Plan prior to commencing the EIS.

For the purposes of this policy, adjacent lands are those as defined by the Ministry of Natural Resources and Forestry's Natural Heritage Reference Manual, as amended. Adjacent lands are defined as follows:

NATURAL HERITAGE FEATURE/AREA	ADJACENT LAND WIDTH
Significant wetlands and significant coastal wetlands	120m
Significant woodlands	120m
Significant valleylands	120m
Significant wildlife habitat	120m
Significant areas of natural and scientific interest – life science	120m
Significant area of natural and scientific interest – earth science	50m
Fish Habitat	120m
Other Coastal Wetlands	50m

7. If development is proposed on or within 120 metres of an unevaluated wetland that has characteristics or contains components that are typical of a Provincially Significant Wetland, as determined through a scoped environmental impact study, an evaluation shall be prepared by a qualified professional and submitted to the Ministry of Natural Resources and Forestry for approval to determine if it is a Provincially Significant Wetland. Once significance is determined, the appropriate policies will apply.
8. Establish appropriate development setbacks from lands designated Environmental Protection Area. The setback shall be determined by an Environmental Impact Study (EIS) as outlined in the policy above, but in no case shall the setback be less than 30 metres unless supported by the EIS.
9. Recognize that lands within the Environmental Protection Area will not be considered in fulfilment of the parkland dedication requirements of the Official Plan, except in cases where the land to be dedicated contributes to the goals and objectives of active transportation in Rossmore. Refer to Section 3.1.4 of this Plan.
10. Recognize that privately-owned lands within the Environmental Protection Area may not be open to public access and use and that there is no obligation for the County or any other public agency to purchase such lands.
11. Recognize the *Natural Heritage Reference Manual (2010)* and the *Significant Wildlife Habitat Technical Guide*, as amended by the Province from time to time, and associated Ecoregion Criteria schedules for the identification of Significant Wildlife Habitat, as a key source of technical guidance for implementing the natural heritage policies of the Provincial Policy Statement.

The County will require that proponents proposing the following types of development will be required to assess the site for the presence of significant wildlife habitat:

- Creation of more than three lots through either consent or plan of subdivision

- Change in land uses, not including the creation of a lot, that requires approval under the Planning Act
  - Shoreline consent along a large inland lake or large river (denoted on 1:50,000 National Topographic System maps as being two lines) that is within 20 metres along the shoreline of an existing lot of record or a lot described in an application for subdivision or consent; and
  - Construction for recreational uses (e.g. golf courses, serviced playing fields, serviced campgrounds and ski hills) that require large-scale modification of terrain or both.
12. Recognize that unevaluated wetlands have the potential to be designated Provincially Significant Wetlands (PSW) or significant coastal wetlands in the event that the MNRF identifies them as such in the future. Schedule A shall identify them as a separate designation with the term “Environmental Protection Area – PSW”. Development and site alterations shall not be permitted in areas designated as a PSW or significant coastal wetland.
13. The Ministry of Natural Resources and Forestry approves the boundaries of evaluated wetlands, Areas of Natural and Scientific Interest (ANSI), and the habitat of endangered and threatened species. Council is responsible for the approval of the boundaries of significant wildlife habitat, significant woodlands, and significant valley lands, consulting with agencies as appropriate.

## 2.9 Policy Areas

This Section of the Plan includes implementing policies associated with a Neighbourhood Concept Plan (NCP) that is prepared prior to the development of lands within the Neighbourhood Development Area (refer to Schedule A and Section 2.4.2 of this Plan). It also includes policies providing additional direction with respect to specific issues or areas in Rossmore that may be identified as part of future community planning initiatives.

The policies of this Section are to be considered in addition to any other policies in the Plan that may apply to the underlying land use area. Policy Areas are identified on Schedule C: Policy Areas.

### 2.9.1 POLICY AREA 1 - AREA SOUTH OF HIGHWAY 62

For the lands identified as Neighbourhood Development Area on Schedule A: Secondary Plan Land Use Map, of this Plan, and on Schedule C-1: Neighbourhood Concept Planning Area, of this Plan, there are additional policies that apply:

1. The uses permitted are those of Section 2.4.1 of this Plan unless otherwise approved by Council.
2. The planning and development of the Neighbourhood Development Area shall be guided by the policies of Section 2.4.2 of this Plan.
3. The Neighbourhood Concept Plan for the area should consider the inclusion of employment lands for the lands south of Highway 62 and west of the extension of Bay Breeze Street.

## **PART THREE: COMMUNITY FACILITIES AND SERVICES**

This Part of the Plan provides policies governing community facilities and services—including transportation, services and utilities, and waste management—that are the basis for future development in Rossmore. These policies are intended to be read in conjunction with the other policies of this Plan.

### 3. PART THREE: COMMUNITY FACILITIES AND SERVICES

#### 3.1 Transportation and Circulation

The transportation system in Rossmore is an essential part of achieving the community vision of the Secondary Plan and has a direct influence on land use, quality of life, and community health. The transportation system in Rossmore is comprised of several components for the movement of goods and people in the village with connections to other communities in and outside the County. These components include a network of roads and trails as well as water by means of the Bay of Quinte.

While the majority of traffic using the transportation system is motor vehicle-based, there are opportunities to increase the modal share for forms of active transportation including walking, cycling, rollerblading, skateboarding, and paddling/rowing. Such opportunities are worth pursuing if the transportation system in Rossmore is to be safe, efficient, equitable, and sustainable.

##### Guiding Policies

It is the intent of this Plan to:

1. Integrate transportation and land use decision-making to support the continued development of Rossmore as a compact and complete community.
2. Enhance the connectivity of the transportation network in Rossmore for both motorized and active modes of transportation.
3. Utilize transportation demand management to influence travel patterns and reduce auto dependency in Rossmore.
4. Encourage active transportation in Rossmore by providing safe and barrier-free access, human-scaled built environments, pedestrian-oriented streetscapes and amenities, and a network of connected destinations.
5. Recognize the relationship between active transportation and a healthy community.

##### 3.1.1 TRANSPORTATION SYSTEM PLANNING

Transportation system planning is an important part of community development. System planning that incorporates the consideration of land use, alternative modes of transportation, and connectivity is most likely to achieve the long term vision of a community.

##### Implementing Policies

Council shall:

1. Ensure that all services comprising the transportation system in Rossmore, including their planning and construction, supports the goals and policies of this Secondary Plan.
2. Provide safe and adequate transportation system capacity to meet local needs taking into consideration changes in seasonal demand. Consider addressing changes in seasonal demand by means of transportation demand management practices (refer to Section 3.1.3).
3. Accommodate and integrate both motorized and active modes of transportation system planning and construction in Rossmore. Refer to Section 3.1.4 regarding active transportation.

4. Develop a scheduled data collection program that is undertaken every three-to-five years that includes vehicular, parking, and pedestrian counts at all major roadways and intersections. The scheduled data collection program may be integrated with the development approval process, whereby developers are required to complete traffic counts of nearby intersections impacted by their development to supplement the inventory.
5. Protect corridors and rights-of-way for significant transportation facilities as required to implement the goals and policies of this Secondary Plan. The use of corridors and rights-of-way shall be maximized such that multiple modes of transportation and joint use with other utilities are accommodated, as appropriate. Such efforts shall be explored prior to acquiring new rights-of-way and/or building new roads.
6. Mandate a more grid-like pattern of streets in the planning of new development as a means of encouraging compact development, providing more direct and accessible routes for pedestrians and cyclists, and distributing vehicle traffic more evenly.
7. Establish connections between the developed neighbourhoods north of the Highway 62 and future development in the Neighbourhood Development Area south of Highway 62. East-west connections within the Neighbourhood Development Area shall also be established to provide the framework for a grid-like pattern of streets (refer to Schedule B: Secondary Plan Transportation Map).
8. Recognize that the potential future routes and extensions to the transportation system in Rossmore as shown on Schedule B: Secondary Plan Transportation Map, are illustrative only and may not occur precisely as indicated. Such studies as may be required will be completed in conjunction with any proposed system improvements.
9. Consider potential environmental and human health impacts when evaluating improvements to the transportation system. Such impacts may include noise, vibration, air quality, and protection of environmental resources. Adverse impacts on the environment, public safety, public health, or quality of life shall be avoided (where possible), minimized, and mitigated in the planning, design, and construction of the improvement.
10. Require that the potential impact of proposed development on the transportation system in Rossmore be determined by means of a traffic impact study to be completed by the applicant. Where the transportation system is deemed inadequate, the applicant shall be required to:
  - a) Improve the system at no cost to the County to accommodate the development;
  - b) Make the necessary financial contributions for the required improvement; and/or
  - c) Dedicate rights-of-way for the development of roads.

The applicant shall pre-consult with the County pursuant to Policy 5.1.8.1 of this Plan to determine the specific need for and scope of the traffic impact study.

11. Require that land to be conveyed for the purpose of widening an existing right-of-way as a condition of consent, subdivision, or site plan approval occur at no cost to the County. Widening should be equal on both sides of the right-of-way, except where site-specific conditions necessitate an unequal widening.
12. Consider alternative forms of intersection control, including roundabouts or other similar roadway features, subject to an evaluation by the County of the community benefit and the functional, operational, servicing, safety, and financial issues associated with their use.

13. Coordinate transportation system planning in Rossmore with the Province as necessary to ensure compatibility and effectiveness of future County and Provincial initiatives and improvements. Recognize that Ministry of Transportation (MTO) requirements must be met, and permits obtained for development within the MTO permit control area, being 45 metres from the MTO property limit, and 185 metres from the centre of Highway 62 municipal intersections.

### 3.1.2 ROAD NETWORK HIERARCHY

Public roads in Rossmore are classified into a hierarchy on the basis of function, user characteristics, speed, and connections. The classification of existing and proposed roads of the Rossmore road network is shown on Schedule B: Secondary Plan Transportation Map.

#### Implementing Policies

Council shall:

1. Continue to utilize a functional classification system for roads to aid in the planning, development, and maintenance of the transportation and circulation system in Rossmore. Road classifications include Arterial Roads, Collector Roads, Local Roads, and Activity Routes.
  - a) **Arterial Roads** are designed to carry relatively high traffic volumes and provide for the movement between principal traffic generators and the interconnection of County Highways. Arterial Roads have a design right-of-way width of 30.0 metres, include two-to-four traffic lanes, and accommodate normal traffic speeds of 50 km/hr or more.
  - b) **Collector Roads** are designed to collect and distribute traffic at relatively low operating speeds to and from Local Roads and Arterial Roads. Collector roads have a design right-of-way of width of 26 metres, include two lanes, and accommodate normal traffic speeds of 50 km/hr or more.
  - c) **Local Roads** are designed to provide access to abutting properties at low operating speeds. Local Roads have a design right-of-way width of 20 metres, unless otherwise approved by the County, include two lanes, and accommodate normal traffic speeds of 50 km/hr or less.
  - d) **Activity Routes** are designed to accommodate non-vehicular modes of transportation (walking, cycling, wheelchair, etc.) on facilities that include sidewalks, paths, and trails. Activity Routes may use a road right-of-way or a dedicated right-of-way.
2. Permit a change in the function of a road by means of an amendment to the classification system shown on Schedule B: Secondary Plan Transportation Map. Such changes to the Plan may be completed at the time of review in accordance with Section 5.2.3 of this Plan.
3. Recognize that alternatives to the minimum right-of-way widths required for each road classification may be considered in cases where the reconstruction of existing roads to required standards may not be physically or economically feasible due to the location of existing services, buildings, driveways, etc. Alternative development standards may be considered in new neighbourhood development, provided such standards support the goals and policies of this Plan of encouraging the provision of more affordable forms of housing and compact development.

### 3.1.3 TRANSPORTATION DEMAND MANAGEMENT, TRAFFIC CALMING AND DESIGN STRATEGIES

Transportation Demand Management (TDM) refers to a wide range of policies, programs, services, and products that influence how, why, when, and where people travel as a means of making travel more sustainable. TDM can be used to make more efficient use of the transportation system, such as shifting travel from peak to off-peak periods, shifting from automobile to alternative means of

transportation, and shifting from dispersed to closer destinations. It can also be used to alleviate seasonal congestion.

### **Implementing Policies**

Council shall:

1. Continue to recognize the Village Core as the primary shopping, service, and high-density residential centre of Rossmore as a means of reducing the number of vehicle trips required for residents to go about their daily lives. Concentrating shopping, services, and residential units in the Village Core increases transportation options while reducing auto-dependency.
2. Recognize that Highway 62 is under the jurisdiction of the Ministry of Transportation (MTO) under the Public Transportation and Highway Improvement Act, RSO 1990, and as such is subject to the policies, standards and safety requirements of the MTO. The Ministry has recently initiated a preliminary design for the future widening of Highway 62 in Rossmore. The County may undertake an exercise to examine opportunities to enhance pedestrian movement and consider a potential roundabout at Highway 62 and County Road 28 having regard for MTO's preliminary design for Highway 62. For any proposed re-design, MTO will require a Traffic Impact Study completed by the County for review and approval at the appropriate highway design speed by a Registry, Appraisal, Qualification System (RAQS) approved consultant.

MTO's mandate is to preserve the safety and efficiency of Ontario's provincial highway network and the Ontario government's investment in the highway infrastructure. Any County-initiated works for Highway 62, including all required Studies, Preliminary Design, Environmental Assessment, Detail Design, Construction, Utility Relocates and Property Acquisition(s) will be the sole responsibility of the County.

3. Design streets to encourage slower speeds by including traffic calming measures. New neighbourhood development shall incorporate traffic calming measures, as appropriate. Such measures may include, but are not limited to:
  - a) Roadway narrowing;
  - b) Roundabouts;
  - c) Speed tables/humps;
  - d) Crosswalks;
  - e) Trails;
  - f) Bicycle lanes;
  - g) Curb extensions; and
  - h) Tree planting.
4. Improve the pedestrian realm on public streets in Rossmore through the use of landscape features that provide shade and make the road seem narrower to drivers thus slowing traffic speed.
5. Encourage the use of commuter carpools to reduce single occupancy vehicle trips into and out of Rossmore by means of dedicated parking facilities in strategic locations. Existing online resources to assist in the formation and management of carpools should be encouraged including use of the County Website for such purposes.

6. Explore the possibility of shared taxi service with existing providers to provide transportation options for residents who do not own a car or who are no longer able to drive. Such a service would prolong the ability of residents to stay in Rossmore and maintain their independence.
7. Support a community-initiated “walking school bus” or “bicycle train” program. A walking school bus or bicycle train is a group of children with one or more adults that walks or cycles as a group through neighbourhoods arriving at the school. Walking school buses and bicycle trains promote physical activity and foster healthy behaviour in children. Such a program should be coordinated with the creation of activity routes in Rossmore. Refer to Section 3.1.4 of this Plan below.
8. Implement a County Bike Week program to promote and encourage cycling as viable means of transportation in Rossmore and elsewhere.

#### 3.1.4 ACTIVE TRANSPORTATION SYSTEM

Promoting active transportation in Rossmore is important to the health and well-being of residents and visitors alike. Active transportation includes any mode that is non-motorized, including walking, cycling, skateboarding, rollerblading, wheelchair, and paddling/rowing. Not only is active transportation important for human health, but also it contributes to Transportation Demand Management (TDM) by providing safe, efficient, and sustainable means of traveling without the need to drive. Active transportation must be safe, accessible, and an integrated part of community development.

#### Implementing Policies

Council shall:

1. Create a network of activity routes in Rossmore that includes sidewalks, paths, and trails to accommodate all forms of active transportation. Activity routes should connect neighbourhoods to various activity centres, including the Village Core, waterfront, park and open space areas.
2. Engage community members and relevant stakeholder groups, such as the Hastings and Prince Edward Counties Health Unit, in the process of creating the active transportation network in Rossmore by conducting street inventories that examine existing physical elements, such as sidewalks, parking, parks and open space, and zones of community activity, and note physical conditions and the need for improvements.
3. Consider adapting existing roads to provide safer travel for pedestrians and cyclists, as appropriate. Adaptation could include the addition of or repair to sidewalks making them barrier free and consistent with the *Accessibility for Ontarians with Disabilities Act*. It should also include the removal and/or relocation of obstacles to pedestrians and cyclists such as light standards and utility poles. Other improvements may be identified as part of the street inventory process.
4. Ensure that all new and existing roads in Rossmore accommodate active transportation facilities including sidewalks and on-road bicycle lanes, as appropriate. Ensure that activity routes incorporate enhanced facilities, including but not limited to: sidewalks; on-road bicycle lanes; pedestrian-oriented lighting; pedestrian-oriented signage/wayfinding; seating areas; bicycle lock-up at activity centres; and high-quality landscape materials.
5. Improve access to and use of the Environmental Protection lands by creating a trailhead in the area at the terminus of Hennessy Street. The trailhead could include a designated parking area, information kiosk with maps and updated trail information, interpretive displays, and potable water.

6. Promote opportunities for increased public access to the waterfront and the development of a continuous waterfront trail system and open space linkages along the lake.
7. Require that traffic signals in Rossmore include a push-button or sensor control for pedestrians and cyclists located at standard wheelchair height and located free from barriers.
8. Educate the general public, pedestrians, motorists, the County and enforcement agencies regarding the safe practices, rights and responsibilities of pedestrians and motorists.

### 3.1.5 PARKING

Parking management should support future development in Rossmore that is accessible, integrated, compact, and accommodating of multiple modes of transportation.

### Implementing Policies

Council shall:

1. Require adequate off-street parking and loading for all development in the village in accordance with standards established in the Zoning By-law. Alternative means of meeting this policy should be considered, such as cash-in-lieu, shared parking, public parking in private facilities, and remote parking with free shuttles, etc., where Council establishes a policy for doing so.
2. Explore parking strategies and requirements as these pertain to the Village Core. The County also:
  - a) Encourages the sharing of parking facilities where supported by an analysis by an expert qualified in that field; and
  - b) Examine the parking requirements for mixed use buildings located in the Village Core.
3. Consider shared parking only in areas where the peak parking demand characteristics for the land uses are complementary and the parking area is ideally located within 100 metres of buildings they are intended to serve. A parking study should be completed to demonstrate the complementary nature of parking demands for the existing and proposed uses, the ability to provide safe movement of pedestrians between uses, and the means by which the long term commitment to sharing is to be achieved.
4. Promote active transportation as a means of reducing parking demand in Rossmore.
5. Develop standards for the design and layout of parking areas that encourage compact form, screening and buffering from streets and adjacent properties using landscape treatment, and reduced conflicts between vehicles and pedestrians.

## 3.2 Services and Utilities

As Rossmore develops there will be continuing demand for various services and utilities such as water, sewer, hydro, gas, cable, and telecommunications. These services, where feasible, should be provided concurrently in a coordinated, efficient, and cost-effective manner that represents principles of good planning and meets the current and projected needs of Rossmore. Such services must also be provided and paid for in an equitable manner without an undue financial burden on the County.

### Guiding Policies

It is the intent of this Plan to:

1. Provide adequate utilities and services for existing and future residents and businesses in Rossmore.
2. Ensure that provision of utilities and services occurs in an environmentally and fiscally sound manner now and in the future.

### **Implementing Policies**

Council shall:

1. Require that all new development in Rossmore, including lot creation, proceed on municipal water and private subsurface sewage disposal systems (septics), unless otherwise provided by the County, provided that site conditions are suitable for the long-term provision of such services with no negative impact. The County may consider the use of private communal sewage services.
2. Partial servicing shall only be permitted in the following circumstances:
  - a) Where necessary to address failed individual on-site sewage services and individual on-site water services in existing development; or
  - b) Within the planned settlement area provided the site conditions are suitable for the long term provision of such services with no negative impacts.
3. Lot creation is only permitted where there is confirmation of sufficient reserve sewage system capacity within private communal sewage services and sufficient reserve water system capacity within municipal water services or private communal water services. The determination of sufficient reserve sewage system capacity shall include the treatment capacity for hauled sewage from private communal sewage services and individual on-site sewage services.
4. Require that new development provides either directly or through fees all new infrastructure, facilities, and services that must be created, expanded, or modified to serve such development that are not otherwise subsidized by the County.
5. Base the timing and priority of development in Rossmore on the following principles of serviceability and location:
  - a) There is a logical extension of municipal services to contiguous development areas such that large undeveloped tracts of land do not have to be crossed;
  - b) A compact form and pattern of development is maintained;
  - c) The impacts on any environmental features are avoided (where possible), minimized, and adequately mitigated;
  - d) The provision of all municipal services proceeds in an economically viable manner; and
  - e) Priority is given first to reserving servicing capacity for infilling, intensification, and redevelopment.
6. Allocate water servicing capacity only if there is or will be sufficient capacity to do so, pursuant to County Policy EV800, as amended from time to time.

7. Ensure that the decision-making process for allocating water servicing capacity considers the following:
  - a) Recognition of responsible environmental protection;
  - b) Responsible fiscal management and life cycle costing;
  - c) Principles of good land use planning;
  - d) Economic opportunities for the County;
  - e) Development of a responsible servicing strategy; and
  - f) Matching the financial benefit of planning approvals with the financial commitments necessary to construct and expand municipal infrastructure.
8. Consider the reallocation of servicing capacity from lapsed development approvals to other developments or areas of Rossmore. Refer to the policies of Subsection 5.1.3.1 of this Plan regarding lapsing approvals and deeming of registered plans of subdivision.
9. Consider reserving a portion of unallocated water servicing capacity to ensure that important County projects may proceed.
10. Monitor water servicing capacity to ensure that sufficient capacity exists to accommodate the 3- and 10-year housing supply targets required under Policy 1.4.1 of the 2014 Provincial Policy Statement (refer to Section 4.3 of this Plan).
11. Ensure that the existence of a public utility or service does not entitle, justify, or otherwise permit the creation of a new use or the expansion of an existing use that is otherwise inconsistent with this Secondary Plan.
12. Work with utility and service providers in Rossmore to ensure that any future expansion of local facilities is designed and planned in a manner that is cost-effective and efficient with minimal impact on existing and future residents, including:
  - a) Encouraging shared and multiple use of corridors and towers for utilities;
  - b) Ensuring that utility and service providers can adequately service proposed development; and
  - c) Requiring that all utilities serving new development be located underground, as appropriate.
13. Establish a buffer area around municipal treatment facilities and pump stations to ensure compatibility with surrounding neighbourhoods and minimize potential impacts on adjacent development. Refer to Implementing Policy 4.8.16 of this Plan.
14. In order to control flooding, ponding, erosion and sedimentation and to protect water quality and aquatic habitat or other natural habitat which depend on water courses and other water bodies for their existence, stormwater management plans shall be required for any new development consisting of more than four (4) lots or for commercial or industrial developments with large amounts of impervious area. Stormwater management will be undertaken in accordance with the Ministry of Environment and Climate Change's guideline Stormwater Management Plan and Design Manual, 2003.

The County shall require the use of stormwater management facilities downstream of new developments, where appropriate, to mitigate development impacts on stormwater quantity and quality. The County promotes naturalized stormwater management facilities, constructed with natural slopes.

15. Require the preparation of master servicing and drainage plans for large development areas, such as in the Neighbourhood Development Area. Such plans should be prepared in conjunction with completion of Neighbourhood Concept Plans (NCPs) for the Area. Refer to Section 2.4.2 of this Plan.

### 3.3 Waste Management

The County is required to manage the solid waste generated by the residents, businesses, and visitors of Rossmore. Waste management includes the process of collecting, processing, diverting, and disposing of solid waste. Reducing the volume of solid waste through diversion is an important contributor to the County's future environmental and financial sustainability.

#### Guiding Policy

It is the intent of this Plan to:

1. Manage solid waste in Rossmore for the purposes of reducing, reusing, and recycling and contribute further to Provincial efforts to divert waste from landfill.

#### Implementing Policies

Council shall:

1. Work with Waste Diversion Ontario to reduce waste in Rossmore. All available funding mechanisms to increase waste diversion should be pursued.
2. Establish partnerships with the private sector to reduce waste, including working with Rossmore business owners in coordinating the collection of hazardous waste.
3. Continue to participate in the household hazardous waste program.
4. Consider banning the disposal of recyclable materials in landfills, including construction and demolition materials.
5. Consider establishing a green bin program to divert kitchen and yard waste from County landfills and produce compost for County use or retail sale. As an alternative, residents could be encouraged to use backyard composters.
6. Encourage recycling in new development by requiring interior and exterior storage areas for recycling and composting facilities.
7. Track diversion success and report back to the community about diversion milestones.

## **PART FOUR: QUALITY OF PLACE**

This Part outlines policies and guidelines for the preservation and enhancement of Rossmore's quality of place with respect to village design, cultural heritage, housing, economic development, community improvement, green infrastructure (park, open space, and environmental lands), and environmental management. These policies are intended to be read in conjunction with the other policies of this Plan.

## 4. PART FOUR: QUALITY OF PLACE

### 4.1 Village Design

Village design is an important element of community building and of creating a sense of place since it shapes the look and feel of a place. Design is not simply about buildings but also the public spaces around them, including streets.

The Secondary Plan is intended to provide a coherent approach to design within the village that can be used to guide the creation of compatible and creative places. The Secondary Plan is intended to identify key elements of design to be considered in new development and redevelopment in Rossmore. This identification of the key elements of design should not be construed as design guidelines but as interim direction until such time as the County provides more detailed design direction and objectives or prepares guidelines.

#### **Guiding Policies**

It is the intent of this Plan to:

1. Recognize design as an integral contributor to the quality of place and ensure that new development and redevelopment in Rossmore enhances community look and feel.
2. Recognize that design relates to the many physical elements that comprise a community, including buildings, public spaces, streets, open space, and natural heritage features.
3. Recognize design as an important part of achieving the Community Vision for Rossmore with respect to sustainability.

#### **Implementing Policies**

Council shall:

1. Consider design an integral component of new development and redevelopment. Council should require a design statement with all planning applications to ensure that the design considerations of this Plan, and relevant design guidelines that may be prepared, are addressed.
2. Consider establishing design guidelines for specific types of development, for specific areas, or for the entire village as means of guiding and evaluating applications for new development in Rossmore. Priority areas for the preparation of design guidelines include Neighbourhood Development Area, and Village Core Area. The priority for specific types of development includes residential intensification.
3. Ensure that the design of new development and redevelopment is visually compatible with the surrounding neighbourhood, including its cultural and natural heritage features. Elements of compatibility to be considered include:
  - a) Siting, scale, and design of new development in relation to the characteristics of the surrounding neighbourhood, such as: scale, massing, setbacks, access, landscape treatment, building materials, exterior design elements, and lighting;
  - b) Protection and enhancement of cultural and natural heritage features by means of siting, building design, and landscape design; and

- c) Architectural style, street pattern, and site arrangement where such style or arrangement represents a defining component of the surrounding neighbourhood or the historic or cultural significance of the area.
4. Ensure that new development and redevelopment considers the range of elements that contribute to accessible, safe, and sustainable development in Rossmore. Future design guidelines should also reflect these elements, including:
  - a) Pedestrian amenities that cater to people of a range of ages, abilities, and needs in terms of access, signage, visual or auditory aids, landscape, seating, etc.;
  - b) Site safety and security including enhanced lighting, visibility from the street, well-located and clearly marked building entries, accessibility for emergency services, limited pedestrian and vehicle interface, and other principles of Crime Prevention Through Environmental Design (CPTED);
  - c) Integration and interface between public spaces and private development, including pedestrian circulation to and through the site, streetscape and landscape, buffering and screening of yards;
  - d) Green design of buildings, landscapes, active transportation facilities, and the preservation of natural features and areas; and
  - e) Integration, preservation, and enhancement of cultural heritage resources.
5. Establish standards to manage signage in Rossmore to ensure that it contributes to the character and sense of place and does not detract from the architectural, heritage, and rural background of the community. Key considerations should include type, location, size, material, and lighting. No signage should dominate a building, streetscape, viewscape or landscape. Pylon signs are discouraged.
6. Preserve and enhance views to the waterfront from the Village Core area by ensuring that new development and redevelopment does not interrupt site lines. Both public and private development should enhance views by means of built form, landscape design, pedestrian amenity, and public access.
7. Implement the village design policies of this Plan by one or more of the following means:
  - a) Zoning, site plan control (exterior design control), plan of subdivision, village design guidelines, sign by-law, any other relevant development approval process or guideline adopted by the County;
  - b) Preparation and implementation of Community Improvement Plans (CIP) and programs;
  - c) Preparation and implementation of Heritage Conservation District (HCD) Plans, streetscape plans, or other County planning exercises; and
  - d) Design, construction, and installation of County works and facilities.

#### 4.1.1 RESIDENTIAL DESIGN

As noted in Section 2.4 of this Plan, future residential development in Rossmore will generally occur in two ways. First, it will occur in the already established neighbourhoods of the Village Residential Area by means of infill development and the extension of the neighbourhoods into surrounding undeveloped areas north of Highway 62. Second, it will occur in the creation of new neighbourhoods in the Neighbourhood Development Area south of Highway 62.

With respect to future development in the Village Residential Area, compatibility of design is a primary concern. In the Neighbourhood Development Area, design and connectivity are the primary concerns.

#### Implementing Policies

Council shall:

1. Ensure that infill development reflects the scale, function, and character of existing development. Intensification should integrate with the existing low-rise fabric of the neighbourhood.
2. Ensure that additions and renovations to existing buildings are consistent with the neighbourhood character and do not result in adverse impacts on neighbouring properties. Additions and renovations should reflect the height, scale, and massing of adjacent buildings.
3. Consider slightly taller buildings of three and four stories in the extension of existing neighbourhoods and in new neighbourhoods, but locate such buildings together on interior streets away from existing low-rise development. Intensification using three and four storey buildings in existing neighbourhoods should occur at the periphery of these areas and at major intersections. Such buildings could incorporate neighbourhood-scale non-residential uses.
4. Encourage the extension of existing neighbourhoods in the Village Residential Area and new neighbourhoods within the Neighbourhood Development Area based on a grid-like pattern of streets so as to provide a strong circulation network. Such a network should link local residents with important community elements, amenities, and adjacent neighbourhoods and provide sufficient access for both vehicular and active modes of transportation.
5. Ensure that community uses in the extension of existing neighbourhoods in the Village Residential Area and new neighbourhoods within the Neighbourhood Development Area are at a neighbourhood scale and are visually compatible with surrounding development. Such uses should be connected with surrounding development by means of streets, sidewalks, walkways or bicycle paths, and open space. Planting should be used to buffer parking and service areas from surrounding development.
6. Recognize the potential for laneways as a means of removing garages from the front and side of new homes to provide visual diversity and allow buildings to be located closer to the street. Consider laneways for potential location of utilities within the right-of-way.
7. Establish residential design guidelines for infill development in the Village Residential Area to ensure that the design and development intent of this Plan are achieved (refer to Section 2.4.1). Design elements to be considered by the guidelines include:
  - a) Site design and building orientation, including: orientation to the street; prevailing setbacks; prevailing lotting and grading; orientation to reduce shadows, improve privacy, increase solar gain; tree and landscape preservation;
  - b) Built form, height, and massing, including: building height and local context; separation distance and window offsetting; outdoor amenity views/privacy; visual stepbacks to reduce building mass and reduce shadows; transition from taller to shorter buildings (45° angular plane);
  - c) Building articulation and detailing, including: architectural style; preferred finishing materials; accesses and entrances; façade design; windows; roofs, gables, and dormers; porches and

- building projections; heritage building alterations/additions; parking and garage location/design; screening of parking and service areas/utilities;
- d) Street design, including: prevailing front yard landscaping; landscape/streetscape integration; private walkway/sidewalk connection; street tree planting; landscaped buffer/noise attenuation on major corridors; active transportation network integration/connections;
  - e) Community and commercial uses, including: site design and building orientation; built form, height, and massing; building articulation and detailing; parking location and design; pathway and trail connections.
8. Establish residential design guidelines for new development in the Neighbourhood Development Area to ensure that the design and development intent of this Plan are achieved (refer to Section 2.4.2). Design elements to be considered by the guidelines include:
- a) Neighbourhood structure and layout, including: green infrastructure (natural heritage system, park and open space lands); natural connections and corridors; tree and landform preservation; stormwater management; neighbourhood activity centres (community and commercial uses); street, pathway, and trails network and connections; development block dimensions; school location and dimensions; park type location and dimensions;
  - b) Street design, including: street cross-section (vehicle lanes, bicycle/parking lanes, boulevard, utilities locations, sidewalks, street tree/median planting, building setbacks); landscaped buffer/noise attenuation on major corridors; neighbourhood gateways/arrival elements; traffic calming/accessibility elements; active transportation network integration/connections;
  - c) Site design and building orientation, including: orientation to streets and open space; setback averaging; mix of building types; orientation to reduce shadows, improve privacy, increase solar gain;
  - d) Built form, height, and massing, including: building height and local context; landmark building locations; stepbacks to reduce building mass and reduce shadows; transition from taller to shorter buildings (45° angular plane);
  - e) Building articulation and detailing, including: preferred finishing materials; accesses and entrances; façade design; windows; roofs, gables, and dormers; porches and building projections; garage and driveway location/design; screening of parking and service areas/utilities;
  - f) Community and commercial uses, including: site design and building orientation; built form, height, and massing; building articulation and detailing; parking location and design; pathway and trail connections; and
  - g) Green spaces, including: accessible frontages and views from neighbourhood; landscape buffers around natural features/stormwater facilities; pathway and lighting design.

#### 4.1.2 MIXED USE DESIGN

Future mixed use development in Rossmore will generally occur in the already established Village Core area by means of infill development and redevelopment. Compatibility of design is a primary focus in these areas.

Implementing Policies

Council shall:

1. Ensure that mixed use development reflects a scale, function, and character reflective of a main street. Intensification should integrate with the existing low-rise fabric of the existing neighbourhood which generally includes buildings of between one and two stories.
2. Ensure that mixed use development reflects a high-quality built form to strengthen continuity along Highway 62, is compact and pedestrian-oriented with linkages to street-level amenities, and can accommodate a broad range of uses now or through conversion in the future.
3. Ensure that additions and renovations to existing buildings are consistent with the neighbourhood character and do not result in adverse impacts on neighbouring properties. Additions and renovations should reflect the height, scale, and massing of adjacent buildings.
4. Consider slightly taller buildings of three and four stories in key Highway 62 locations, including:
  - a) Intersections in the Village Core Area;
  - b) Redevelopment sites in the Village Core Area; and
  - c) Gateway sites defining the Village Core Area.
5. Establish design guidelines for mixed use development in the Village Core area to ensure that the design and development intent of this Plan are achieved (refer to Section 2.5). Design elements to be considered by the guidelines include:
  - a) Site design and building orientation, including: orientation to the street; prevailing setbacks/streetwall; parking location; orientation to reduce shadows, improve privacy, increase solar gain; tree and landscape preservation;
  - b) Built form, height, and massing, including: building height and local context; separation distance and window offsetting; outdoor amenity views/privacy; visual stepbacks to reduce building mass and reduce shadows; transition from taller to shorter buildings (45° angular plane);
  - c) Building articulation and detailing, including: architectural style; preferred finishing materials; accesses and entrances; façade design; street-level windows/glazing; pedestrian weather protection; heritage building alterations/additions; parking design; screening of parking and service areas/utilities; and
  - d) Street design, including: landscape/streetscape integration; private walkway/sidewalk connection; street tree planting; lighting; signage; bicycle parking; mid-block connections; active transportation network integration/connections.

#### 4.1.3 GREEN DESIGN

Green design is an important part of reducing greenhouse gas emissions community-wide and mitigating the impacts of community development on climate change. Green design can also provide the means for a community to prepare for and adapt to changes that are likely to result from climate change. By incorporating green design in new development and redevelopment in Rossmore, the community contributes locally to addressing a global issue while creating a more desirable and sustainable place to live, work, shop, and play. Green design can improve the following environmental aspects:

- Air quality;
- Water use and quality;
- Energy efficiency and greenhouse gases;
- Urban agriculture and local food;

- Transportation;
- Waste materials; and
- Local environmental impact.

### **Guiding Policies**

It is the intent of this Plan to:

1. Encourage green design in Rossmore to support clean air, water, energy, food, transportation, waste materials, and the environment.
2. Encourage the use of the Leadership in Energy and Environmental Design New Construction (LEED-NC) standard for new buildings and LEED Neighbourhood Development (LEED-ND) standard for new neighbourhoods.
3. Lead by example by adopting and implementing green design in new County facilities within Rossmore.
4. Provide incentives to private development and redevelopment to encourage green design and construction.

### **Implementing Policies**

Council shall:

1. Support green design initiatives to improve air quality in Rossmore, including:
  - a) Developing or expanding active transportation facilities inclusive of bicycle parking, bicycle racks, sidewalk connectivity, sidewalk curb ramps, etc.;
  - b) Planting trees to improve air quality and provide shade for pedestrians;
  - c) Using locally-sourced materials in construction to reduce transportation related emissions; and
  - d) Building compact, higher density developments that consume less land.
2. Support green design initiatives that reduce water use and improve water quality in Rossmore, including:
  - a) Exploring greater efficiencies in municipal water distribution;
  - b) Reducing demand for water use within buildings through the use of water-saving fixtures and appliances;
  - c) Reducing demand for water for landscaping by using drought-tolerant plants, high-efficiency irrigation technology, captured rainwater, or recycled site water;
  - d) Installing rain barrels;
  - e) Reducing the amount of stormwater runoff through design mechanisms such as site permeability; and
  - f) Improving the quality of stormwater runoff by increasing on-site infiltration and eliminating contaminants.
3. Support green design initiatives that increase energy efficiency, including:

- a) Orientating and designing buildings to promote daylighting to minimize energy demand through passive solar heating and lighting;
  - b) Encouraging on-site renewable energy generation such as geothermal, solar, and small scale wind power;
  - c) Using energy efficient light fixtures and home appliances;
  - d) Minimizing air leakage through the use of energy efficient windows and ensuring doors are properly sealed; and
  - e) Encouraging the use of high efficiency heating and cooling equipment.
4. Foster a culture of urban agriculture and local food production that supports long-term food security. Green design initiatives that support urban agriculture and local food systems include:
- a) Incorporating community gardens / shared garden plots and rooftop gardens into existing County-owned properties and new parkland space in Rossmore;
  - b) Encouraging temporary farmers markets, as appropriate;
  - c) Permitting the keeping of livestock or poultry for personal use subject to consideration of such use in accordance with MDS guideline #37;
  - d) Encouraging development both within the public and private realm that incorporates edible landscaping (the use of ornamental plants that also produce edible vegetation); and
  - e) Encouraging the use of composting containers as part of residential development, implementing composting units that service neighbourhoods, and implementing a composting program to serve Rossmore.
5. Support green design initiatives that reduce the need to drive, including:
- a) Creating walkable streets to promote walking by providing continuous sidewalks on both sides of the street, supporting connectivity through the provision of a grid-like pattern of streets, and setting a maximum speed limit of 40 km/h on new residential-only streets;
  - b) Supporting carpooling through the provision of dedicated carpooling spaces; and
  - c) Developing or expanding active transportation facilities inclusive of bicycle parking, bicycle racks, sidewalk connectivity, sidewalk curb ramps, etc.
6. Support green design initiatives that reduce waste materials, including:
- a) Reducing waste generated from construction by diverting waste to recycling facilities and / or salvaging materials;
  - b) Reusing salvaged, refurbished or reused materials as part of building materials in new buildings;
  - c) Constructing durable buildings to maximize the building's life by minimizing the need to replace materials and assemblies; and
  - d) Encouraging the use of composting containers as part of residential development, implementing composting units that service neighbourhoods, and implementing a composting program to serve Rossmore.
7. Support green design initiatives that reduce the impacts of village development, including:
- a) Moderating heat island effect by reducing the area of impervious surfaces, providing shade through landscaping, and using light-coloured / high albedo materials; and

- b) Mitigating light pollution by ensuring that exterior lighting is properly shielded and does not fall outside of the building envelope and that interior lighting does not extend to the exterior of the building.
8. Consider giving development applications incorporating green design elements priority by providing incentives, such as fee waivers, or streamlining the review and approval process. To be considered for incentives or priority processing, the proposed development shall be consistent with the sustainability policies of this Plan and LEED-NC or LEED-ND.

## 4.2 Cultural Heritage

Heritage contributes to the formation of community identity – it bestows a sense of place, pride, and history on its residents and visitors. Heritage provides a framework for shared experiences and community values. Rossmore is a place with archaeological and cultural heritage, built heritage and cultural heritage landscapes. In addition, the easterly marshlands were the site of logging mills and a school house, which will have potential for further tourism opportunities. Preserving Rossmore's heritage is about celebrating the past, incorporating it into the present, and looking to the future.

### Guiding Policies

It is the intent of this Plan to:

1. Encourage the identification and conservation of cultural heritage resources in Rossmore to enhance the quality of life, sense of place, cultural and economic vitality, and support local economic development through the mechanisms available in the *Ontario Heritage Act* and consistent with the *Provincial Policy Statement*.
2. Support the adaptive re-use and repurposing of heritage properties; where identified, provided the cultural heritage value of such buildings is conserved and enhanced.
3. The interests of Indigenous communities will be considered in conserving cultural heritage and archaeological resources.

### Implementing Policies

Council shall:

1. Identify and conserve cultural heritage resources in Rossmore including individual buildings, structures, archaeological sites (land and marine), landscapes, and vistas consistent with the *Provincial Policy Statement* and using the *Ontario Heritage Act*, as appropriate.
2. Develop guiding principles, strategic directions, and potential actions to preserve the County's built heritage resources, cultural heritage landscapes and archaeological resources.
3. Consider preparation of a Heritage Impact Assessment (HIA) in support of any development or site alteration that is adjacent to identified cultural heritage resources.
4. Require preparation of an Archaeological Assessment in support of any development or site alteration proposed that has the potential to impact an archaeological resource or is within an area of archaeological potential. Such a study shall be prepared by a licensed archaeologist under the *Ontario Heritage Act* and shall be in compliance with guidelines set out by the Ministry of Tourism and Culture. The applicant shall pre-consult with the County pursuant to Policy 5.1.8.1 of this Plan prior to commencing the AIS.

5. Ensure that applicants work with the County and the Ministry of Tourism and Culture should any archaeological resources be discovered during development or site alteration. Such a discovery may warrant avoidance and protection, preservation to maintain the integrity of the resource, or excavation.
6. Consider preparation of a cultural heritage management plan which may address matters such as:
  - a) Cultural heritage resource mapping and inventories, including: potential heritage conservation districts; potential heritage properties, and potential cultural heritage landscapes. Such mapping may be result in amendments to the Schedules of this Secondary Plan;
  - b) Identification and evaluation of cultural heritage resources, cultural facilities and organizations;
  - c) Strategies for conserving and enhancing identified cultural heritage resources;
  - d) Programs to foster interpretation and promotion; and
  - e) Education and public participation in cultural heritage conservation.
7. Consider utilizing the authority under the Ontario Heritage Act and/or the Planning Act to use incentives for conservation of identified cultural heritage resources in Rossmore. These may include, but are not necessarily limited to:
  - a) Establishing or participating in a heritage grant or loan program to encourage the conservation and preservation of heritage attributes;
  - b) Implementing a heritage property tax relief program;
  - c) Waiving or reducing development and permit fees;
  - d) Implementing alternative development standards; and
  - e) Using Community Improvement Plan programs.

### 4.3 Housing

Housing is vital to the creation of a healthy, sustainable, and complete community. Residents of all ages, income levels, abilities, and family types rely on housing to offer a meaningful place to grow and a safe and secure place to live.

While the County and Rossmore have seen a predominance of single family ownership housing in the past, a growing diversity of household types requires a wider range of housing types than is currently produced. An aging population, reduction in household size and limited supply of rental housing points to the need for more multiple dwellings, affordable single dwellings, purpose-built rental housing, second units, and converted dwellings to expand the supply of affordable housing.

By promoting multi-unit forms of housing with different tenures (rental, condominium, and freehold), a greater range of housing options can be realized to meet emerging household needs in the County. With seniors comprising an ever-increasing portion of the population—56 percent of the County's population is projected to be over 55 by 2030—the need for smaller and more easily maintained housing options is clear. These options will need to be more accessible, affordable, and provide other supports that allow seniors to age in place. In addition, a limited supply of accessible housing and a lack of supportive housing options in the community for those with special needs are issues that need to be addressed.

### **Guiding Policies**

It is the intent of this Plan to:

1. Maintain an appropriate supply of land in Rossmore to accommodate residential growth.
2. Provide for and promote a full range of housing in terms of form, tenure, and affordability to meet the current and future needs of residents in Rossmore.
3. Encourage and promote as a priority the production of affordable housing for low and moderate income households in Rossmore.
4. Encourage and promote housing for seniors, including housing with support facilities that enable seniors to age in place.
5. Recognize the importance of special needs housing in meeting the needs of Rossmore residents.

### **Implementing Policies**

Council shall:

1. Maintain the ability to accommodate future residential growth for a minimum of 10 years through intensification, redevelopment, and land designated and available for residential development. Refer to Sections 2.4 and 2.5 of this Plan regarding development in residential and mixed use areas.
2. Maintain available servicing capacity to provide a minimum three-year supply of residential units in draft approved and registered plans, or in cases of residential intensification and redevelopment, land appropriately zoned and available for development, as required by the Provincial Policy Statement.
3. Monitor the County's ability to accommodate future residential growth and available servicing capacity for residential development to ensure that the housing targets of this Plan are achieved.
4. Work with the Prince Edward Lennox and Addington Social Services (PELASS) to implement the Strategic Action Plan for Affordable Housing, and the Prince Edward Lennox and Addington Long Term Housing and Homelessness Plan in Prince Edward County.
5. Work toward achieving a target of 33 percent of new housing to be developed is affordable to households within the lowest 60 percent of local income distribution, as determined by the Province from time to time.
6. Encourage the provision of affordable housing by:
  - a) Supporting increased residential densities in appropriate locations and promoting a full range of housing types—including semi-detached, duplex, triplex, townhouse, and apartments—as part of development or redevelopment;
  - b) Permitting second units within existing and proposed single-detached, semi-detached units, or rowhouses and/or within an accessory building if the single-detached, semi-detached or rowhouse contains a single residential unit, as appropriate;

- c) Permitting the conversion of single-detached residential dwellings into not more than three separate dwelling units, and the conversion of semi-detached dwellings into not more than two separate dwelling units;
  - d) Permitting the conversion of non-residential buildings to residential use preferably to include affordable housing;
  - e) Informing the community of government grants available to encourage the creation of second units, converted units, and accessory units;
  - f) Providing infrastructure in a timely manner;
  - g) Negotiating agreements with the public and private sectors to provide affordable housing through the draft plan of subdivision, plan of condominium, rezoning, and consent processes;
  - h) Enacting a Municipal Housing Capital Facilities By-law under the *Municipal Act* to enable the County to enter into agreements with private and non-profit partners for the provision of affordable rental housing;
  - i) Streamlining of the development approvals process for projects that provide affordable housing as defined by the County;
  - j) Providing, on a case-by-case basis, relief from development, planning, permit, and other fees normally charged for projects that provide affordable housing as defined by the County;
  - k) Equalizing the tax ratio for new multi-unit residential buildings in accordance with Federal and Provincial affordable housing guidelines;
  - l) Considering alternative residential development standards to facilitate affordable housing and a more compact development form; and
  - m) Considering innovative housing models, such as cohousing and life-lease housing.
7. Ensure that the provisions of the County Zoning By-law are sufficiently flexible to permit a range of housing types, sizes, tenures, and affordability.
  8. Encourage opportunities for affordable housing to be provided in the Village Core Area so as to be located near services and as a means of supporting mixed-use development necessary to support a viable and vibrant commercial centre.
  9. Encourage opportunities for affordable housing in older established neighbourhoods as a means of maintaining and improving older housing stock.
  10. Encourage the development of low income housing geared towards seniors, including affordable rental and ownership housing and housing models that allow seniors to stay in their own home for longer.
  11. Consider affordable housing as a priority use for surplus municipal land in Rossmore and work with other levels of government to make surplus land available to providers of affordable housing at little or no cost.
  12. Work with local groups and community service agencies to assess the need for special needs housing in the community and support such groups and agencies interested in pursuing the provision of special needs housing in Rossmore.
  13. Consider the following in the review of any development or redevelopment for the purposes of special needs housing:

- a) Traffic generated by such housing can be accommodated by the road network and will not have a significant impact on neighbouring land uses;
  - b) The design of such housing is compatible with the scale, density, and character of the surrounding neighbourhood; and
  - c) Provincial or Federal approval has been granted, as appropriate.
14. Permit garden suites on residential lots containing single-detached dwellings in the Village Residential area. Garden suites shall conform to the provisions of the Zoning By-law regarding required lot area and setbacks. Garden suites shall be permitted by means of a temporary use permit for a period of up to 20 years (refer to Section 5.1.1.2 of this Plan).
15. Consider the following in the review of any application for the purposes of a garden suite:
- a) A legitimate and justified need exists to accommodate a person who is elderly or is disabled in a separate suite unit that is in close proximity to the principal dwelling;
  - b) The unit is connected to municipal and private services to the satisfaction of the County;
  - c) The exterior design of the unit is compatible with neighbouring residential land uses with respect to scale, character, and layout;
  - d) The unit is located such that it will have minimal effect on light, view, and privacy of adjacent properties and conforms with all applicable zoning provisions;
  - e) The use is temporary and will only be required for a limited period of time;
  - f) The unit will be removed within a reasonable time, as determined by the County, once the legitimate need no longer exists; and
  - g) Financial security may be required in the amount equal to the estimated cost of removing the unit and restoring the property to its pre-development conditions.
16. Discourage the conversion of rental housing stock to condominium tenure if such conversion results in a reduction in the amount of comparable rental housing available to a level less than three percent as established by Canada Mortgage and Housing Corporation. Notwithstanding the current vacancy rate, conversion may be considered if:
- a) 75 percent of existing tenants in the development proposed for conversion have signed an agreement to purchase their units and are given first right to purchase their units at a price no higher than that offered to the general public;
  - b) The development proposed for conversion is inspected by an Ontario licensed architect and/or professional engineer, as appropriate, and a report describing the building condition and listing any required repairs and improvements is prepared and submitted to the County. Required repairs and improvements shall be made a condition of draft plan of condominium approval;
  - c) The applicant provides assistance to each tenant who must relocate as a result of the conversion in finding comparable and mutually agreed upon alternate accommodation within Rossmore and the payment of moving costs; and
  - d) Parkland dedication is provided in accordance with Subsection 5.1.3.1 of this Plan where no parkland was previously dedicated at the time of construction.

## 4.4 Economic Development

Rossmore residents clearly envision living in a community that provides economic opportunities, attracts year-round tourism, and has a thriving village core. While these three elements represent part of the overall vision, they are directly related to others, including providing for a range of lifestyle opportunities, providing a place to grow up and grow older in, and becoming a complete full service community. Economic development has always been an important consideration in the County and Rossmore will continue to play an important role in contributing to the local sense of community and quality of place.

### Guiding Policies

It is the intent of this Plan to:

1. Continue the commitment to local economic development in the County by supporting the sustainable rural economy, tourism, retail, commerce, and industry in Rossmore.
2. Pursue the retention, expansion, and attraction of business activities in Rossmore to increase the population and employment base of the County.
3. Focus economic development efforts on the preservation of the community's built and natural heritage features and enhancing their role in creating new opportunities for residents.

### Implementing Policies

Council shall:

1. Focus on the Village Core Area as the primary retail, service, and employment centre of the community. The proximity of the Village Core Area to the waterfront and the location of most historic and cultural attractions here make it the logical place to generate new economic activity (refer to Section 2.5.1 of this Plan).
2. Continue to support the development of tourism in Rossmore by encouraging a wide range of tourism-related services and activities, including:
  - a) Commercial lodging, including hotels, motels, and bed and breakfasts;
  - b) Dining and food-related uses, including restaurants and pubs, cafes, specialty food stores, local market, wine tasting rooms, etc.;
  - c) Entertainment uses, including theatres, museums, etc.;
  - d) Adventure- and sport-related services and activities for cyclists, hikers, golfers, boaters, paddlers, divers, etc.; and
  - e) Using existing recreational facilities as tourist amenities.

The maintenance and improvement of existing tourism and tourist destination-oriented uses is encouraged.

3. Focus tourism efforts on attractions and activities that contribute to the identity of Rossmore and to its quality of place, including the lake, the land, and the historical built heritage of the community. Activities and attractions shall be encouraged in close proximity to areas of recreational amenity, areas of natural, cultural, and built heritage appreciation, and the waterfront, as appropriate.

4. Ensure that the location of tourism-related services and activities is clearly indicated by means of street signage, maps, and local tourism publications.
5. Focus revitalization efforts in the Village Core area. This will contribute significantly to local economic development efforts and to community improvement.
6. Support the use of Community Improvement Plans to proactively stimulate community improvement, rehabilitation, and revitalization of areas in need of improvement (refer to Section 4.5 of this Plan).
7. Support the sustainable rural economy by permitting land use flexibility and opportunities for live/work arrangements in Rossmore.
8. Promote innovation and growth of the local energy and environmental industry sectors.
9. Encourage and explore opportunities to attract economic growth through development that could benefit from the area's quality of place and location.
10. Provide sufficient employment land to meet the need for commercial and industrial space and services that can be supported by local and regional residents, businesses, workers, and visitors.
11. Continue to protect the social and environmental well-being of the community in the pursuit of economic development efforts.
12. Work with the Business Association, Prince Edward County Chamber of Tourism and Commerce, provincial agencies, and others on local and regional economic development initiatives that benefit Rossmore.

## **4.5 Redevelopment and Community Improvement**

Redevelopment and community improvement will play an important role in achieving the community vision for future growth and development in Rossmore. Redevelopment and community improvement can be used to create well-supported neighbourhoods. Well-supported neighbourhoods maximize the use of existing municipal services, encourage the provision of more affordable forms of housing, provide a broader mix of everyday uses in close proximity, and encourage active modes of transportation.

### **4.5.1 REDEVELOPMENT OF SITES**

Redevelopment can provide opportunities to revitalize vacant or underutilized lands for the purposes of community improvement. Key redevelopment sites are often located within the core area of a community. The industrial use at Highway 62 and The Alley is a potential site for redevelopment. The site is located in the Village Core Area and represents a significant opportunity for redevelopment under a number of scenarios, including mixed use, commercial, and live/work.

It is important to note that there may be other sites in Rossmore that are in transition and may change to other uses at some point in the future.

### **Guiding Policies**

It is the intent of this Plan to:

1. Redevelop vacant or underutilized lands to their highest and best use in a manner that is compatible and complementary with its surroundings; and
2. Consider community identified preferences for redevelopment in Rossmore.

### **Implementing Policies**

Council shall:

1. Ensure that redevelopment contributes to the mixed-use intensification of the Village Core Area and enhances the planned vibrant and pedestrian-oriented commercial centre of the community.
2. Ensure that redevelopment is consistent with the Village Core Area policies of Section 2.5.1 of this Plan with respect to land use, built form, and village design. Redevelopment shall be consistent with the village design policies of Section 4.1 of this Plan.
3. Establish an active transportation link into the property from public streets as appropriate.

#### **4.5.2 COMMUNITY IMPROVEMENT**

The *Planning Act* provides the County with the ability to stimulate community improvement, rehabilitation, and revitalization as a means of maintaining and promoting safe, attractive, and sustainable neighbourhoods. While there is a countywide Creative Rural Economy Community Improvement Plan that came into effect on January 25, 2012, the following policies provide guidance for the implementation of Community Improvement Plans specific to the Rossmore Village.

Community Improvement Plans are an important part of community development and serve several purposes, including:

- Focusing public attention on local priorities and municipal initiatives;
- Targeting areas in transition or in need of repair, rehabilitation, and redevelopment;
- Facilitating and encouraging community change in a co-ordinated manner; and
- Stimulating private sector investment through municipal incentive-based programs.

### **Guiding Policies**

It is the intent of this Plan to:

1. Maintain, rehabilitate, and revitalize the physical environment in Rossmore to achieve the community vision.
2. Pursue community improvement as a means of stimulating investment in Rossmore for the benefit of both residents and visitors by supporting local economic development, tourism, commerce and industry.
3. Support the efforts of the countywide Community Improvement Plan (CIP) as it relates to Rossmore Village.

### **Implementing Policies**

Council shall:

1. Consider a range of potential benefits to the community in the preparation of a Community Improvement Plan in Rossmore, including but not limited to:
  - a) Upgrading and maintaining municipal services, transportation systems, public utilities, and social and recreational facilities;
  - b) Encouraging improvement activities that contribute to the local economic development and the sustainable rural economy, tourism, commerce and industry;
  - c) Encouraging the maintenance of existing housing stock and promoting the rehabilitation, renovation, and adaptive reuse of older buildings, or buildings with cultural heritage value;
  - d) Encouraging the remediation of potential contaminated sites;
  - e) Supporting infill development and redevelopment on existing residential lots;
  - f) Encouraging a range of housing types to meet the changing needs of residents and to provide affordable housing;
  - g) Maintaining and improving public space and the active transportation system;
  - h) Calming traffic in existing and new neighbourhoods;
  - i) Promoting sustainable development through green design;
  - j) Encouraging energy efficiency through compact development;
  - k) Improving the overall aesthetics, ongoing viability, and revitalization of the Village Core Area, and Employment Area;
  - l) Improving façades in the Village Core Area;
  - m) Preserving, restoring, or adaptively re-using buildings of cultural heritage value or interest;
  - n) Improving business and public spaces to remove barriers that may restrict their access;
  - o) Enacting improvements that are compatible with other goals and policies of this Secondary Plan and the County Official Plan;
  - p) Working with business and community leaders to identify and facilitate improvements; and
  - q) Addressing climate change mitigation and adaptation, such as building retrofits for energy efficiency, renewable and district energy systems, water conservation and efficiency systems.
2. Base the designation of Community Improvement Project Areas on one or more of the following conditions being present:
  - a) Deficiencies in physical infrastructure including roads, sidewalks, curbs, gutters, water distribution system, sanitary collection system, and storm sewers;
  - b) Opportunity to improve the energy efficiency of an area;
  - c) Creation of features that generate defining elements of an area or that contribute to traffic calming;
  - d) Vacant lands or buildings, including potential contaminated sites, that could be developed, redeveloped, or converted to another use;
  - e) Expansion of the housing stock through redevelopment or the conversion of underutilized land and / or buildings;
  - f) Inadequate mix of housing types and affordability;
  - g) Presence of incompatible, non-conforming, conflicting or encroaching land uses or activities;

- h) Poor quality streetscaping or aesthetics;
  - i) Presence of sub-standard building conditions and housing in need of improvement and revitalization;
  - j) Presence of buildings or lands of cultural heritage value or interest in need of improvement or revitalization;
  - k) Areas requiring shoreline improvements to enhance public usability while furthering public efforts at shoreline management along the Bay of Quinte;
  - l) Protection and enhancement of views to the waterfront as they contribute to the overall quality of place in Rossmore;
  - m) Opportunities to improve the energy efficiency for an area;
  - n) Opportunities to increase the accessibility of buildings and/or properties; and,
  - o) Any other environmental, social, or community economic development reasons.
3. Consider a number of actions to implement Community Improvement Plans, including:
- a) Designation by by-law of a Community Improvement Project Area and adoption of Community Improvement Plan for the area;
  - b) Acquisition of land and/or buildings by the County within the Community Improvement Project Areas and the subsequent: clearance; grading; environmental remediation; repair; rehabilitation; construction or improvement; sale, lease or disposition to others; other preparation of land or buildings for community improvement;
  - c) Provision of County-level funding such as grants, loans, and other financial instruments;
  - d) Application for financial assistance from other levels of government (provincial and federal);
  - e) Encouragement of private sector use of government programs where they complement community improvement efforts; and
  - f) Supporting heritage conservation through *Ontario Heritage Act*.
4. Ensure that activities within a Community Improvement Project Area are consistent with the policies of this Secondary Plan, Zoning By-law, and all other related County policies and by-laws.

## 4.6 Green Infrastructure

Park, open space, and environmental areas comprise Rossmore's green infrastructure and are important in supporting a healthy community and a healthy environment. Environmental areas also include known hazard lands. Not only does green infrastructure provide opportunities for recreation and leisure, but also for environmental protection and management.

### 4.6.1 PARKS AND OPEN SPACE

Park and open space areas can define a community more than any other physical element. Park and open space areas support exercise, play, community interaction, and provide contact with nature. These areas contribute greatly to quality of life in Rossmore and portray it as a community that is healthy, green, and attractive to both residents and visitors.

In the next twenty years, the population of Rossmore may increase approximately 480 to 505 permanent residents. By current County standards, parkland will be required in accordance with the parkland contribution requirement in the Planning Act. However, it is important to note that the

provision of park and recreation facilities is not solely related to the provision of physical space – there also needs to be a diversity and equitable distribution of park and recreation facilities throughout the community.

While the policies of this section of the Plan provide direction regarding parks and open space, the policies of Section 2.7 – Park and Open Space Area, relate specifically to the land use and development of these lands. As such, the policies of this section are to be read in conjunction with those of Section 2.7 of this Plan.

### **Guiding Policies**

It is the intent of this Plan to:

1. Recognize park and open space lands as important contributors to the quality of place in Rossmore and as invaluable to the long-term health and well-being of its residents; and
2. Work toward the creation of an interconnected network of park and open space lands linked by the active transportation system to surrounding neighbourhoods.

### **Implementing Policies**

Council shall:

1. Provide for a range of park types, recreation facilities, and open space areas in Rossmore and their equitable distribution across the community to ensure access to a diversity of recreation opportunities.
2. Provide for both active and passive elements within all parks, as appropriate, to meet the recreation needs of all ages and interests.
3. Identify and secure active transportation connections between new and existing parkland and open space areas and new and existing neighbourhoods during the development approval process.
4. Encourage the co-location of future school and park sites, particularly for active recreational uses, as a means of maximizing the land and reducing the potential for duplication of services.
5. Work with other levels of government and agencies to coordinate strategies and funding opportunities to acquire and preserve park and open spaces areas. Preference will be given to the acquisition of waterfront lands.
6. Require parkland dedication for residential development and redevelopment equivalent to 5 percent of the subject land area, and/or dedication at a rate of one hectare per 300 units. For commercial and industrial development and redevelopment, require dedication equivalent to 2 percent of the total site area.
7. Consider cash-in-lieu of parkland dedication under the following circumstances;
  - a) The required dedication fails to provide an area of suitable size, location, and shape for parkland development to the satisfaction of the County;
  - b) The required dedication would render the remainder of the site unsuitable or impractical for development;

- c) The area within which the development is proposed is well served by existing park and open space areas and no further areas are required; and
  - d) The County is pursuing other parkland initiatives for community or County facilities that would benefit from cash-in-lieu of parkland dedication.
8. Require that the land accepted for parkland dedication can achieve the County's requirements for the type of parkland to be provided, and is consistent with the goals, policies, and schedules of this Plan.
  9. Consider the provision of sustainability features to address climate change in proposed development in lieu of parkland conveyance where suitable lands are not available for parkland development. Such features may include: green roofs; permeable surfaces; tree planting; renewable energy technologies; and water efficiency and conservation measures. Refer to Section 4.1.3 of this Plan.
  10. Encourage private recreation development to complement public recreational opportunities and support the involvement of private recreation groups in the planning, operations, and maintenance of parkland.
  11. Consider the preparation of a Parks and Recreation Master Plan for Rossmore, or as part of a County Recreation Master Plan to establish standards for the following:
    - a) Parkland classification scheme, including for neighbourhood, community, and County parks;
    - b) Parkland area required for each type of parkland by population;
    - c) Size and service area for each type of parkland;
    - d) Potential facilities and activities permitted within each type of parkland; and
    - e) Locational requirements for each type of parkland, including: access and parking, collocation with other facilities, etc.
  12. Work toward the creation of a park and/or green space area at the end of Hennessey Street.
  13. Consider the potential impact of planning and development decisions in Rossmore on the Provincially significant wetland.

#### 4.6.2 NATURAL HERITAGE SYSTEM

The management of environmental areas and features in Rossmore is an important part of maintaining and enhancing the liveability and quality of place in the community. As such, these areas and features require careful consideration in the future growth and development. The areas and features within the Rossmore planning area. These areas and features should be considered as comprising a part of the County's natural heritage system within the Rossmore planning area, a series of connected natural spaces with long term ecological value. The policies of this section of the Plan are intended to preserve and enhance the function and values of this system.

While the policies of this section of the Plan provide direction regarding the natural heritage system, the policies of Section 2.8 – Environmental Protection Area, relate specifically to the land use and development of these lands. As such, the policies of this section are to be read in conjunction with those of Section 2.8 of this Plan.

#### Guiding Policies

It is the intent of this Plan to:

1. Recognize environmental areas and features as important contributors to the quality of place in Rossmore and as invaluable to the long-term environmental health and sustainability of the community;
2. Prior to the next official plan review, work toward a completion of a natural heritage system, an interconnected network of environmental features and areas linked by a series of connected natural spaces for Prince Edward County; and
3. Continue to support the protection, restoration, and improvement of the County's natural heritage system within the Rossmore planning area.

### **Implementing Policies**

Council shall:

1. Work with Quinte Conservation, Ministry of Natural Resources and Forestry, not-for-profit groups, the private sector, and the public to establish the County's natural heritage and open space system within the Rossmore planning area. Sharing the findings of the ecological land classification (ELC) mapping completed in support of the preparation of this Secondary Plan represents a significant contribution to this initiative.
2. Establish and implement a natural heritage and open space system strategy to identify, map, and detail natural heritage features including their form, function, development setbacks, and potential for connections to other features. Such a strategy shall reinforce the protection, restoration, and enhancement of identified environmental features and their interconnectivity.
3. Recognize the importance of the natural heritage system in achieving the following:
  - a) Maintaining biological diversity and protecting habitat of endangered and threatened species;
  - b) Avoiding habitat fragmentation;
  - c) Maintaining water balance that sustains ecosystems;
  - d) Protecting life and property from potentially hazardous lands;
  - e) Addressing climate change mitigation and adaptation;
  - f) Promoting corridors and linkages for the benefit of environmental and human health, and
  - g) Promoting opportunities for restoration and/or enhancement.
4. Recognize the benefits of environmental protection and public access resulting from the public ownership of the natural heritage system and consider all options for the acquisition of land or easements over private lands comprising the natural heritage system. Notwithstanding the options for acquisition, neither the County nor any other public agency shall be obligated to purchase land comprising the natural heritage system.
5. Encourage connections between environmental areas, features, and open space to re-establish and protect the natural heritage and open space system. These connections include integration of the following elements:
  - a) Environmental areas, features, and open space in public ownership, including land owned by the County, Quinte Conservation, Provincial government, Federal government, and land trusts;

- b) Existing rights-of-way;
- c) Established and proposed service and utility corridors;
- d) Existing parkland and open space lands;
- e) Sidewalks, pathways, and “green ways” (refer to Sections 3.1.4 and 4.6.1 of this Plan);
- f) Linkages and open space provided through the draft plan of subdivision approval process;
- g) Agreements with private land owners;
- h) Retention or acquisition of access easements;
- i) Land acquisition; and
- j) Watercourses and shorelines.

Ideally such connections should have natural cover in whole or in part, as appropriate. Where no natural cover currently exists, land owners are encouraged to restore cover.

6. Ensure that future development of lands within the Neighbourhood Development Area establishes connections with surrounding environmental areas, features, and open space. Such development should enhance and integrate such features not degrade and divide them. Refer to Section 2.4.2 of this Plan.
7. Encourage the integration of the natural heritage and open space system with the active transportation network. Refer to Section 3.1.4 of this Plan.
8. In consultation with and subject to the recommendations of the Quinte Conservation establish appropriate setbacks for development from environmental features and areas, including natural hazards. Until such time that more detailed analysis is completed, require preparation of an environmental impact study (EIS) in support of any development or site alteration proposed on lands adjacent to an Environmental Protection Area. Refer to Section 4.7.3 of this Plan.
9. Encourage property owners and other public agencies to enter into voluntary stewardship agreements regarding the protection of natural features. Compensation programs such as “ecogifts” (the donation of an easement for conservation purposes) are also encouraged.
10. Ensure that future development of lands identified as natural hazards, including lands within or adjacent to floodplains and steep or unstable slopes, is consistent with the policies of Section 2.8 of this Plan.
11. Recognize the *Natural Heritage Reference Manual (2010)* and the *Significant Wildlife Habitat Technical Guide*, as amended by the Province from time to time, and associated Ecoregion Criteria schedules for the identification of Significant Wildlife Habitat, as a key source of technical guidance for implementing the natural heritage policies of the Provincial Policy Statement.
12. The policies of this Plan are intended to provide a basis and initial framework to support the preparation of a County-wide Natural Heritage System to be completed. This system shall include all lands within the County, including the Urban Areas of Wellington, Picton-Hallowell, and Rossmore.

## 4.7 Environmental Management

Environmental management in the context of this Plan refers to the protection of environmental resources in Rossmore that are not captured by the Environmental Protection Area. It also relates

to the various procedures and processes the County can use to ensure that Rossmore continues to be healthy, liveable, and sustainable well into the future.

#### 4.7.1 WATER RESOURCES

Water resources in Rossmore include both surface and groundwater. Poor planning and management of water resources can lead to their contamination, degradation, and loss of supply. The protection and management of water resources is an important element in maintaining and enhancing the quality of life in Rossmore.

#### Guiding Policies

It is the intent of this Plan to:

1. Recognize water resources as important contributors to the quality of place and as invaluable to the long-term environmental health and sustainability of the community;
2. Work to protect water resources in Rossmore from their contamination and degradation.

#### Implementing Policies

Council shall:

1. Work with Quinte Conservation to manage land in watersheds draining to the Bay of Quinte, including those that extend beyond the boundaries of Rossmore.
2. Recognize the importance of the natural heritage system in improving water quality and quantity and achieving a sustainable water balance.
3. Require the use of stormwater management facilities downstream of new development to mitigate the impacts on stormwater quality and quantity. Refer to Implementing Policy 4.1.3.2 of this Plan.
4. Encourage the reduction of water consumption levels in Rossmore by promoting the efficient use of water in homes and businesses. Conservation measures, including the specification of low-flow fixtures in new development and redevelopment, should be established. Refer to Implementing Policy 4.1.3.2 of this Plan.
5. Work with Quinte Conservation to implement the Quinte Region Source Protection Plan (QSPP) as approved by the Ministry of Environment and Climate Change. Rossmore urban centre includes a portion of Intake Protection Zone 1 as depicted in Schedule D. Planning decisions shall conform with the significant threat policies in the QSPP and have regard to the moderate and low threat policies in the QSPP.
6. Ensure that future development located within identified Intake Protections Zones, as shown on Schedule D, Secondary Plan Constraint Map, is a permitted use and conforms to the requirements of the Quinte Region Source Water Protection Plan. The Plan pertains to zones of vulnerability around municipal drinking water supplies.
7. Consider the potential impact of new development on groundwater quality and quantity and ensure that the resource and its ecological function will not be negatively impacted.
8. Encourage the preservation and enhancement of natural stream bank vegetation along watercourses. Active planting along watercourses will be promoted, as appropriate, as a means

of improving natural corridor function, shading water to reduce water temperature, and protecting stream banks from erosion.

9. Work with Quinte Conservation to ensure that any development or alteration adjacent to watercourses is carefully managed and includes best management practices to limit sedimentation and erosion.
10. For new lot creation, all development including the septic system tile bed must be set back a minimum of 30 metres from the high water mark of the lake with non-disturbance of the native soils and very limited removal of shoreline vegetation. It should be noted that the Ministry of Environment and Climate Change will not support severances where a 30 metre setback cannot be accommodated.

For existing lots of record, new development should be set back 30 metres if possible, otherwise as far back as the lot permits.

11. Discourage channelization or interference and disruption in watercourses and encourage the daylighting and naturalization of culverted segments of watercourses, as appropriate.

#### **4.7.2 VILLAGE FOREST**

The village forest contributes greatly to quality of life in Rossmore and helps portray the community as a healthy, green, and attractive place for both residents and visitors. The village forest is a vital part of the natural environment as well: it improves air and water quality; it provides shade and reduces energy consumption; it reduces village noise; and it increases property value. The village forest includes trees on public and private property and land within an Environmental Protection designation.

#### **Guiding Policies**

It is the intent of this Plan to:

1. Preserve and enhance the village forest in Rossmore for its environmental, aesthetic, and economic benefits.

#### **Implementing Policies**

Council shall:

1. Establish an inventory of County trees in Rossmore and expand the inventory annually as funds permit.
2. Encourage stewardship of the village forest. This may include increasing public awareness of the importance of trees, maintaining a list of appropriate native species, and establishing a tree planting program for home and business owners.
3. Require the completion of a tree survey/preservation plan in conjunction with any development application that will affect existing trees, including a replacement plan for those trees that cannot be saved.
4. Focus street tree planting and landscaping on designated activity routes comprising the active transportation system to encourage walking and enhance pedestrian comfort. Refer to Sections 3.1.2 and 3.1.4 of this Plan.

5. Require that a street tree be planted for each residential lot in new subdivision development. Each tree planted shall be of a minimum size and native species determined by the County.
6. Consider adopting a tree conservation by-law to protect mature trees and vegetation from destruction, injury, or protection as required.

#### 4.7.3 ENVIRONMENTAL IMPACTS AND ANALYSIS

Environmental impact analysis identifies the potential effects of proposed development or other activities and recommends the appropriate measures to reduce or eliminate these effects. As such, environmental impact analysis is an important tool to preserving and enhancing the natural environment and quality of life in Rossmore.

#### Guiding Policy

It is the intent of this Plan to:

1. Protect environmental resources and their ecological functions by identifying the potential impacts of new development, encouraging the avoidance of impacts to resources, identifying and evaluating the measures necessary to minimize and mitigate impacts, and identifying future monitoring and evaluation which may be necessary to ensure no negative impacts.

#### Implementing Policies

Council shall:

1. Ensure that potential environmental impacts resulting from proposed development are considered during the application process. Development proposals will not be approved unless the requirements of Sections 2.8, 4.62, and 4.8 are met.
2. Ensure that the preparation of an Environmental Impact Study (EIS), where required by policies of this Plan, be completed by a qualified professional in accordance with the Ministry of Natural Resources *Natural Heritage Reference Manual(2010)*, as amended by the Province from time to time.
3. Ensure the Environmental Impact Study (EIS) addresses applicable matters contained in the Sample Terms of Reference for an Environmental Impact Study as found in Appendix I to this Plan. Revisions to these terms of reference may be made without amendment to this Plan. The EIS shall demonstrate that there will be no negative impacts on the natural features or their ecological functions resulting from the proposed development.
4. Require an applicant to pre-consult with the County pursuant to Policy 5.1.8.1 of this Plan prior to commencing the EIS to ensure the document will be prepared to the satisfaction of the County, Quinte Conservation, and the Ministry of Natural Resources, as appropriate.
5. Changes to the boundaries of an evaluated Area of Natural or Scientific Interest or wetland shall be subject to the approval of the Ministry of Natural Resources and Forestry.
6. The completion and acceptance of an EIS shall not guarantee that a development or site alteration proposal will automatically be permitted. Input from other agencies may be required prior to Council proceeding with approval of any application under the Planning Act.
7. Any development or site alteration shall be constructed in accordance with the recommendations of the approved EIS. The recommendations may be implemented through Zoning By-Laws, Subdivision/Condominium approvals, Site Plan Control, Committee of

Adjustment decisions, and Development Agreements, as may be considered appropriate by the County. As a condition of approval, the Council may require that securities be posted for the purpose of long-term monitoring which may occur following the completion of the development or site alteration.

## 4.8 Natural and Human-Made Hazards

It is the intent of this Plan to protect residents and properties in Rossmore by respecting natural and human-made hazards. Natural and human-made hazards can result in loss of life, property damage, and social disruption if new development does not consider the potential risk of locating in or near such hazards. Such hazards could include floodplains, steep or unstable slopes, abandoned commercial mines and wells, potentially contaminated sites, and certain industrial and waste-related facilities.

### Guiding Policies

It is the intent of this Plan to:

1. Protect residents and properties in Rossmore from potential natural and built environmental hazards.

### Implementing Policies

Council shall:

1. Recognize that natural and human-made hazards may include the following features:
  - a) Areas within or adjacent to the regulatory floodplain;
  - b) Wildland fire;
  - c) Dynamic beach areas;
  - d) Abandoned mines and petroleum wells;
  - e) Potentially contaminated sites; and
  - f) Waste-related facilities.
2. Recognize that the boundaries of the natural and human-made hazards shown on Schedule D: Secondary Plan Constraints Map, are approximate and will be specifically delineated on a case-by-case basis in consultation with the County, Quinte Conservation, Ministry of Natural Resources and Forestry, and Ministry of the Environment, as appropriate. Additional natural and human-made hazards in Rossmore may be identified in the future as a result of further study and mapping.
3. Development may be permitted in lands with hazardous forest types for wildland fire where the risk is mitigated in accordance with wildland fire assessment and mitigation standards.
4. Direct development away from areas within or adjacent to natural and human-made hazards that may adversely affect public health, safety, or property. For the purposes of this policy, adjacent lands are those within a minimum of 30 metres, or other specified distances in accordance to applicable legislation, of the boundary of a natural or man-made hazard.
5. Require preparation of detailed study and/or mapping in support of any development or site alteration proposed on lands within a minimum of 30 metres, or other specified distance in

accordance to applicable legislation, of a natural hazard to determine an appropriate development setback. Detailed study may include an Environmental Impact Study (EIS), geotechnical study, or floodplain mapping depending upon the hazard involved and the type of development proposed. The applicant shall pre-consult with the County pursuant to Policy 5.1.8.1 of this Plan prior to commencing detailed study and/or mapping related to a hazard area.

6. Apply a generic development setback of 30 metres, or other specified distance in accordance to applicable legislation, for development or site alteration proposed on lands adjacent to a natural or human-made hazard in the absence of detailed study and/or mapping that identifies a specific requirement, as noted in Policy 4.8.4 above.
7. Limit uses within natural hazard areas to those related to open space, conservation, or flood protection, including: passive recreational activities; flood control structures or works; marine facilities; erosion control structures or works; slope stabilization works, and existing agricultural activities. Such development shall be approved in consultation with Quinte Conservation and the Ministry of Natural Resources, as appropriate.
8. Recognize that development or site alteration with 30 metres of a water body is regulated and approved by Quinte Conservation.
9. Recognize that lands identified as natural hazard areas will not be considered in fulfilment of the parkland dedication requirements of the Secondary Plan, except in cases where the land to be dedicated contributes to the goals and objectives of active transportation in Rossmore. Refer to Section 3.1.4 of this Plan.
10. Recognize that privately-owned lands identified as natural hazard areas may not be open to public access and use and that there is no obligation for the County or any other public agency to purchase such lands.
11. Encourage the identification of potentially contaminated sites, their remediation, and redevelopment, as appropriate and in accordance with the Environmental Protection Act and Ministry of the Environment guidelines and procedures, as a means of eliminating a human-made hazard and contributing to the goals and objectives of community improvement. Refer to Section 4.5.2 of this Plan.
12. Require preparation of a Phase I Environmental Site Assessment (ESA) in support of any development or site alteration on lands with a historic use that may have resulted in contamination or on lands adjacent to known or suspected contaminated sites. If recommended by the Phase 1 ESA, a Phase II ESA shall be prepared. ESAs shall be prepared in accordance with Ontario Regulation 153/04. Refer to Section 5.1.8 of this Plan.
13. Require a Record of Site Condition (RSC) in support of any development or site alteration that would result in a change from industrial or commercial use to residential or parkland use pursuant to the provisions of the Environmental Protection Act. A RSC shall be prepared by a qualified person and filed in accordance with the Ministry of Environment Guideline *Records of Site Condition – A Guide on Site Assessment, the Clean-up of Brownfield Sites and the Filing of Records of Site Condition (2004)*. Any required clean-up of a site shall be conducted in accordance with Ontario Regulation 153/04.
14. Require a Record of Site Condition as a condition of approval or under other circumstances deemed appropriate to the County, to ensure that any remediation or risk assessment and risk management necessary to permit the proposed development or site alteration under this Plan is to the satisfaction of the Ministry of the Environment. In such instances, final approval of the

application by the County is contingent on MOE acknowledgement of the RSC as well as any Certificate of Property Use issued by the MOE for the subject site.

15. Ensure compatibility between municipal works, including pumping stations, and surrounding neighbourhoods by requiring preparation of an impact study in support of any development within the area of such facilities (refer to Schedule D: Secondary Plan Constraints Map). The study shall consider the potential impacts of the facility on the use proposed, including but not limited to noise, vibration, odour and other air emissions, and opportunities for future expansion of the facility. Development setbacks from such facilities shall be determined in cooperation with the County and Ministry of the Environment Guidelines D-1, D-2, and D-6.
16. Direct the development of new residential or other sensitive land uses away from stationary and line sources of potential noise and vibration, such as municipal works, industrial sites, highways, etc. A noise and vibration study may be required in accordance with Ministry of the Environment and Climate Change's (MOECC) guideline *Environmental Noise Guidelines – Stationary and Transportation Noise Sources – Approval and Planning – NPC 300* to determine potential impacts and identify noise abatement measures. *NPC-300* will be used to determine study requirements of noise sources. Refer to Section 5.1.8 of this Plan.
17. Ensure that proposed live/work uses in primarily residential neighbourhoods meet Provincial sound level criteria for residential and other sensitive land uses. New employment uses shall also have regard to Provincial Guideline D-6 regarding the separation of industrial and sensitive land uses.
18. Require that proposals for development that involve the storage, processing, or transporting of hazardous materials demonstrate compliance with all applicable Provincial or Federal regulations.

## **PART FIVE: IMPLEMENTING PLAN ROSSMORE**

This Part outlines how progress will be monitored and reviewed, how the Plan will be administered and interpreted, and how Plan implementation will be coordinated with the County's public works and financial management programs. These policies are intended to be read in conjunction with the other policies of this Plan.

## 5. IMPLEMENTING PLAN ROSSMORE

### 5.1 Plan Administration

The County has a multitude of tools available to it to implement the policies of this Secondary Plan. Many of these tools relate to the use and division of land. These tools are available to the County by means of the *Municipal Act* and the *Planning Act*. These tools provide the regulatory framework and decision-making procedures necessary to manage physical development in Rossmore and to implement this Plan.

#### 5.1.1 ZONING BY-LAW

The zoning by-law is the regulatory tool that will be used to implement the policies of the Secondary Plan. The zoning by-law will contain provisions to regulate use, building size, building height, location of buildings on property, density of development, parking requirements, etc.

1. Amend and update the Zoning By-law, as necessary, to bring it into conformity with the goals, policies, and schedules of this Secondary Plan. Such amendments and updates shall include the establishment of zones specifying permitted uses and development standards enabling the implementation of this Plan. Such amendments may also include Zoning by-laws under Section 34 (1) 3.3 in order to protect the integrity of archaeological resources.
2. Recognize that within each land use area, more than one zone may be established to ensure that the goals, policies, and schedules of this Plan are implemented.
3. Recognize that not all lands in the Secondary Planning Area will be immediately zoned and available for such uses and that no provision of this Plan shall be interpreted to require the County to zone any land within Rossmore so as to permit its immediate development.

##### 5.1.1.1 Holding Zones

The County may use a holding zone to control development until it is satisfied that certain conditions have been met.

1. Consider including provisions in the updated Zoning By-law to permit the use of holding zones, pursuant to the provisions of the *Planning Act*, in order to ensure orderly development and the implementation of this Plan. The County may place a holding symbol on any zone to prevent development until such time that it is satisfied that certain conditions have been met. Such a provision allows the County to support the principle of development while identifying the need for additional actions prior to the development proceeding.
2. Remove a holding symbol at such time that the County is satisfied that the conditions for establishing the hold have been met. Such conditions could include:
  - a) The timing of the provision of municipal services;
  - b) The phasing and logical progression of development;
  - c) The provision of adequate service or road infrastructure and works;
  - d) The required land assembly;
  - e) The installation of noise attenuation measures, where required;
  - f) The completion and confirmation that environmental contamination remediation has occurred on site, or that satisfactory verification of suitable environmental site condition is received by the County;

- g) The completion of the appropriate supporting studies to the satisfaction of the County, in consultation with other agencies, as required;
- h) Confirmation that the requisite permits and approvals from external authorities have been received;
- i) The completion of a development or the subdivision of land, including the negotiation of a development or subdivision agreement;
- j) That site plan approval has been granted by the County, and a site plan agreement has been entered into, pursuant to the provisions of the *Planning Act*;
- k) That the specific policies of this Plan have been complied with; and/or
- l) Additional actions or requirements that may have been identified in the Official Plan through a site-specific or general amendment.

#### 5.1.1.2 Temporary Uses

The County may pass a temporary use by-law to permit the temporary use of land, buildings, or structures for a purpose otherwise not permitted in the Zoning By-law.

1. Consider including provisions in the updated Zoning By-law to permit the temporary use of land, buildings, or structures, pursuant to the provisions of Sections 39 and 41 of the *Planning Act*, where it is deemed inappropriate to permit the use on a permanent basis. The County may authorize a temporary use for a period as specified in the *Planning Act* and permit the extension of the temporary use for periods specified in the *Planning Act*.
2. Consider the following when evaluating any application for temporary use:
  - a) The proposed use shall be temporary in nature, compatible with and beneficial to the surrounding area, consistent with the intent of this Plan, and in the best interests of the public;
  - b) The availability of municipal services, off-street parking, and roadway capacity and the potential impact of the proposed use on such services and facilities. The extension or expansion of municipal services to the proposed use shall be prohibited;
  - c) The difficulty involved in terminating or extending the proposed use when the authorizing by-law expires;
  - d) The difficulty in restoring the subject lands, buildings, and structures to either their initial state or an improved state; and
  - e) The need for a site plan and/or temporary use agreement with the County prior to approval of the proposed use.

#### 5.1.1.3 Interim Control

The County may pass an interim control by-law to prohibit the use of land, buildings, or structures within an identified area until such time that a review or study of land use policies in the identified area is complete.

1. Consider including provisions in the updated Zoning By-law to permit the use of interim control, pursuant to the provisions of the *Planning Act*, to prohibit the use of land, buildings, or structures within specifically identified areas until the review or study of land use policies relating to the identified areas is complete. The County may authorize interim control for a period of up to one year and may subsequently extend the period of interim control by one year.

2. Establish the planning justification and demonstrate the need to review or study land use policies relating to the identified areas when considering the adoption of an interim control by-law. The County shall ensure that such a review or study is completed expeditiously.

#### 5.1.1.4 Bonusing

The County may pass a site-specific zoning by-law amendment, under Section 37 of the *Planning Act*, to allow increases in building height and/or density above that permitted in exchange for the provision of community benefits. Approval of bonusing shall be considered on a case-by-case basis.

1. Consider including provisions in the updated Zoning By-law to permit the use of bonusing, pursuant to the provisions of Section 37 of the *Planning Act*, in order to permit increases in the height and density of development beyond that allowed by zoning in exchange for facilities, services, or matters of community benefit.
2. Recognize that the facilities, services, or matters of community benefit could include:
  - a) Provision of affordable, rental, special needs, assisted, or other forms of special housing;
  - b) Provision of parkland dedication beyond the requirements of the Official Plan;
  - c) Protection of natural features, such as wetlands, beyond the parkland dedication requirements of the Official Plan;
  - d) Provision of public areas and walkways and connections to external public walkways/trail systems;
  - e) Provision of sustainable design features;
  - f) Provision of public parking;
  - g) Provision of public art;
  - h) Provision of community and open space facilities such as small parks, waterfront improvements, day care facilities, schools, community centres and recreational facilities, and other municipal facilities;
  - i) Conservation of cultural heritage resources, including but not limited to the undertaking of a Heritage District Study; and
  - j) Rehabilitation and redevelopment of any potentially contaminated site.
3. Ensure that any bonusing provisions in the updated Zoning By-law establish a nexus such that the facilities, services, or matters of community benefit provided are commensurate with the increased height and density permitted and are not already a requirement of this Plan.
4. Permit height and density bonusing under Section 37 of the *Planning Act* only in cases where the increased height and density complies with all other applicable Zoning By-law regulations, conforms to the intent of the Secondary Plan, is compatible with adjacent existing or proposed development, and is in line with priorities and interests of the County.
5. Ensure that the facilities, services, or matters of community benefit provided in exchange for increased height and density are directly linked or associated with the development proposed and are located onsite or in close proximity.
6. Discourage the transfer of bonus height and density from one site to another or from one project to another.

7. Require an agreement between the County and the landowner as a condition of the application to be registered on title. Such an agreement would address, among other items, the facilities and services of public benefit to be provided, the timing of their provision, the operation and maintenance of such facilities and services, and the increased height and density permitted in exchange for the public benefit provided.
8. Establish countywide guidelines and a protocol for negotiating community benefits with an owner/developer, pursuant to the provisions of the *Planning Act*.

#### 5.1.2 MINOR VARIANCE

A minor variance is a variation from the requirements of the zoning by-law that allows a property owner to build even though the property does not comply precisely with the zoning by-law.

1. Grant an application for minor variance from the Zoning By-Law only if the Committee of Adjustment is satisfied that the variance:
  - a) Is minor in nature;
  - b) Is desirable for the appropriate development or use of land;
  - c) Maintains the general intent and purpose of the Official Plan and the Secondary Plan; and
  - d) Maintains the general intent and purpose of the Zoning By-law.

#### 5.1.3 LAND DIVISION

Land division will be considered on the basis of the underlying land use designation and the relevant policies of this Plan. Applications that do not conform to the policies of this Plan shall not be approved.

1. Ensure that any application for land division meets the requirements of the *Planning Act*, and within the MTO Permit control, the Public Transportation and Highway Improvement Act, is consistent with the Provincial Policy Statement, and is consistent with the goals, policies, and schedules of this Plan.
2. Confirm the availability of adequate public services and the ability to allocate such services prior to final approval of any application for land division. Should adequate public services not be available, such applications shall be deemed premature.

##### 5.1.3.1 Draft Plan Approval (Subdivision/Condominium)

1. Consider plans of subdivision as the primary means of land division in Rossmore for the purposes of creating three or more lots.
2. Ensure that no land in Rossmore is subdivided unless the County is satisfied that:
  - a) The lots created are of an appropriate size, are not landlocked, and have adequate road frontage;
  - b) All lots have access to a publicly maintained road on a year-round basis, although it is recognized that development within a plan of condominium may occur on private roads owned and maintained by a condominium corporation. All roads shall be constructed to County standard;
  - c) Environmental resource features and functions are protected and preserved consistent with the Green Infrastructure and Environmental Management policies of this Plan (refer to Sections 4.6 and 4.7 of this Plan).

- d) The plan of subdivision or condominium is appropriately phased and will result in orderly development.
  - e) Parkland dedication is provided pursuant to the requirements of this Plan. Land to be dedicated for parkland shall be in a form and location acceptable to the County.
  - f) Other relevant agencies having responsibility in the review of the application have been consulted and the input received has been incorporated, as appropriate.
  - g) A subdivision or condominium agreement between the County and the developer is executed.
3. Consider implementing a lapsing approval condition for plans of subdivision and condominium under which the approval will lapse at the expiration of a specified period of time being not less than three years. The County may, but is under no obligation to, extend the approval time period prior to its expiration at the request of the developer, and there is no guarantee that reserve capacity for municipal services will be available beyond the draft plan approval period.
  4. Consider where deemed advisable and as permitted by the *Planning Act* adopting a by-law to deem part or all of a registered plan of subdivision not to be registered.

#### 5.1.3.2 Consents

1. Consider consent to sever land if the County is satisfied that a plan of subdivision is unnecessary and only if:
  - a) No more than two additional lots will be created;
  - b) Expansion of municipal water services, the creation sewer services, or a new road is not required;
  - c) Safe access to and from both the severed and retained lots from a publicly owned and year-round maintained road is possible and would not adversely affect traffic and parking conditions in the area;
  - d) The proposed use of both the severed and retained lots is compatible with the scale and intensity of development on the adjacent lots; and
  - e) The consent is consistent with the goals, policies, and schedules of this Plan and complies with the lot provisions of the Zoning By-law.
2. Ensure that conditions of approval are applied to a consent to sever, as appropriate, to ensure that various technical matters are addressed to the satisfaction of the County. Such technical matters may include:
  - a) Payment of taxes, development charges, or local improvements;
  - b) Provisions for stormwater management and connections to municipal services;
  - c) Provisions for road widening and daylighting dedications;
  - d) Provisions for parkland dedication; and
  - e) Approval of related and required applications, including Zoning By-law amendment, minor variance, and site plan control.

#### 5.1.4 SITE PLAN CONTROL

Site plan control will be used to ensure that development in Rossmore is appropriate and meets County standards and guidelines relating to building location, design, landscaping, drainage, parking, and pedestrian amenity.

1. Identify all lands within Rossmore as a site plan control area and require site plan approval for all new or expanded non-residential development and new residential development of three units or more.
2. Exempt the following types of development from site plan control, except in cases where specifically required by this Plan or where the development is within MTO Permit control:
  - a) A single unit dwelling;
  - b) A duplex or semi-detached dwelling;
  - c) A triplex;
  - d) Converted dwelling of up to three units;
  - e) Accessory buildings, minor renovations, and extensions to the above uses; and
  - f) Agricultural development.
3. Require that an application for site plan control approval include plans and drawings that show the location of all buildings and structures to be built and all facilities to be provided as part of the proposed development. Criteria for review of the application should include:
  - a) Compatibility with and buffer from adjacent uses;
  - b) Relevant urban design guidelines;
  - c) Function and efficiency;
  - d) Safety and accessibility;
  - e) Adequacy of servicing;
  - f) Grading and drainage;
  - g) Parking; and
  - h) Landscape and streetscape design, including lighting and signage.
4. Require the fulfillment of conditions and an agreement for site plan approval based on the provisions for site plan control as specified in the *Planning Act*. Financial securities may be required by the County prior to development.

#### 5.1.5 NON-CONFORMING USES

Non-conforming uses, buildings, or structures in Rossmore should eventually cease so that the land affected can revert to a use, building, or structure that is consistent with the goals, policies, and schedules of this Plan. Elimination of non-conforming uses may, among other means, be achieved by purchase or exchange of land, or they may disappear by voluntary termination in the course of time.

1. Consider applications for the extension or enlargement of legal non-conforming uses, buildings, or structures provided the County is satisfied that the following criteria have been achieved:
  - a) It represents an evolution of the existing non-conforming use;
  - b) It does not represent an unreasonable increase to the size and intensity of the non-conforming use such that it would increase incompatibility with or adversely impact an adjacent use;
  - c) It will provide adequate measures to protect other uses through landscaping, buffering or screening; appropriate setbacks for buildings and structures; and/or devices and measures

for reducing nuisance(s) caused by matters such as outside storage, lighting, and advertising;

- d) It will improve the conditions of the property and/or building;
- e) It will be adequately served by municipal services that meet the additional needs resulting from the expansion or enlargement of the use;
- f) It will provide adequate off-street parking areas, loading facilities, and screening;
- g) It will not adversely affect traffic and parking conditions in the area; and
- h) It is consistent with the intent of this Plan and complies with the provisions of the Zoning By-law.

#### 5.1.6 PROPERTY STANDARDS

The maintenance of property standards in Rossmore will ensure that the community's quality of place is maintained and enhanced. Although the quality of property and its maintenance is very high, there is an ongoing need to ensure that adequate standards are pursued and that the community's quality of place is maintained and enhanced.

1. Consider establishing a program of standards for the maintenance and occupancy of property in Rossmore pursuant to the *Building Code Act*. Such a program should address both residential and non-residential properties and shall be consistent with the goals, policies, and schedules of this Plan. Such a program shall be implemented by means of a by-law with provisions that could relate to the following:
  - a) Physical condition of vacant land, yards and passageways, and shoreline areas, including the accumulation of debris and rubbish;
  - b) Adequacy of sanitation including drainage, waste disposal, garbage and pest control; and
  - c) Physical condition of dwellings or dwelling units; institutional, commercial and/or industrial buildings; accessory buildings and structures; and properties.
2. Require the repair and maintenance of substandard properties to comply with property standards and prohibit the use of a substandard property. The County may, where a property is deemed unsafe, require the demolition and clearing of a property that the owner does not intend to repair and maintain.
3. Consider using the property standards program for the protection of cultural heritage resources in the community. The County may prescribe minimum standards for the maintenance of heritage attributes for properties designated under the *Ontario Heritage Act*.

#### 5.1.7 PROPERTY ACQUISITION

The County may acquire property as a means of implementing the goals, policies, and schedules of this Plan in accordance with the provisions of the *Municipal Act*, *Planning Act*, and other relevant legislation.

1. Consider all options for the acquisition of property, as appropriate, including:
  - a) Dedication;
  - b) Donations;
  - c) Assistance from other levels of government, agencies, and charitable foundations;
  - d) Bonus provisions of the *Planning Act*, subject to the other relevant policies of this Plan;

- e) Density transfers;
- f) Land exchange;
- g) Long-term lease;
- h) Easement agreements;
- i) Purchase agreements;
- j) Partnerships;
- k) Land trusts;
- l) Placing conditions on development approval; and
- m) Expropriation.

#### 5.1.8 APPLICATION REQUIREMENTS

To ensure that the development approval process is clearly understood by all involved, the County will require pre-consultation with municipal staff to establish the potential timing for approvals and to identify the supporting studies, information, and materials that may be required as part of the development review process.

1. Require applicants to pre-consult with municipal staff prior to the submission of any application for Official Plan Amendment, Zoning By-law Amendment, plan of subdivision, plan of condominium, minor variance, consent, site plan control, or any other plan or study required by this Plan. Pre-consultation will determine the need, timing, and scope of supporting studies, information, and materials required. Such determination will be made by the County on a case-by-case basis with consideration to the context and scope of the proposed development and the policy direction provided by this Plan.
2. Ensure that the following supporting studies, information, and materials are completed, as determined appropriate by the County, and received at the time of the submission of an application for an Official Plan Amendment, Zoning By-law Amendment, plan of subdivision, plan of condominium, minor variance, consent, or site plan control:
  - a) Approved class environmental assessment;
  - b) Archaeological assessment;
  - c) Building condition report;
  - d) Condominium description;
  - e) Deed and/or offer of purchase;
  - f) Draft plan of subdivision;
  - g) Environmental impact study;
  - h) Environmental site assessment;
  - i) Floor plans and/or elevations;
  - j) Functional servicing report;
  - k) Geotechnical study;
  - l) Groundwater impact assessment;
  - m) Heritage impact assessment;
  - n) Hydrogeological study and/or terrain analysis;

- o) Landscape plan/native species planting plan;
  - p) Lighting plan/study;
  - q) Market impact study;
  - r) Municipal financial impact assessment;
  - s) Noise/vibration study;
  - t) Phase I environmental site assessment;
  - u) Planning rationale report;
  - v) Record of site condition;
  - w) Rental market impact study;
  - x) Sediment and erosion control plan;
  - y) Serviceability report;
  - z) Servicing options analysis;
  - aa) Site plan (conceptual);
  - bb) Stormwater management plan;
  - cc) Sun/shadow study;
  - dd) Topographic plan of survey;
  - ee) Transportation/parking impact study;
  - ff) Tree survey/preservation plan;
  - gg) Ecological site assessment;
  - hh) Wildland fire assessment;
  - ii) Urban design statement; and
  - jj) Other studies relevant to the development and lands impacted by the proposed development approval application.
3. Require that applications are deemed complete and consistent with County requirements, as determined by municipal staff during the required pre-consult with the applicant, prior to circulating the application for review and prior to scheduling the prescribed public meeting. The applicant shall be notified in writing that the application has been deemed complete.

## 5.2 Plan Monitoring and Review

To ensure the continued use, relevance, and effectiveness of this Secondary Plan, it is important that the policies and schedules of this Plan are clear, concise, and easily understood by all who use them. It is also important that the policies and schedules of this Plan are review and updated on a regular basis as required by the *Planning Act*. The following policies regarding interpretation, amendments, and monitoring of the Secondary Plan will ensure that it remains a “living document” well into the future.

### Guiding Policies

It is the intent of this Plan to:

1. Provide guidance in the interpretation of the goals, policies, and schedules of the Secondary Plan.
2. Evaluate the effectiveness of the Secondary Plan over time to ensure that the Plan remains relevant, effective, and can accommodate future circumstances.

### **Implementing Policies**

Council shall:

#### **5.2.1 INTERPRETATION**

1. Apply the policies and schedules of this Plan to all lands within the Village of Rossmore.
2. Recognize that all relevant policies of this Plan are to be considered together, and in their entirety, when considering a land use action to which the Plan applies. It is recognized that not all land use actions will be consistent with all relevant policies that apply; however, a land use action should, on balance, be consistent with and contribute to achieving the Community Vision for Rossmore.
3. Recognize that the land use areas shown on the schedules of this Plan are intended to illustrate predominant land uses and the spatial relationships between them. As such, the boundaries of these areas are considered approximate and are subject to interpretation by the County, except in cases where boundaries coincide with fixed physical features such as roads, waterways, and so on. In cases where a property is affected by more than one land use area, the policies of each land use area shall apply only to the portion of the property so designated.
4. Recognize that the permitted uses identified in the policies of this Plan are considered illustrative and not intended as a comprehensive list of uses. Such comprehensive lists shall be established in the implementing zoning by-law.
5. Recognize that the implementation of this Plan will take place over time and the use of “shall” or “will” to indicate a commitment to action on the part of the County should not be construed as a commitment to proceed with all of these undertakings immediately. These commitments will be undertaken in a phased manner, as determined by County Council, and subject to budgeting and program availability.
6. Permit minor technical revisions in the text and schedules of this Plan without amendment to the Plan, provided the general intent of this Plan is maintained. Such technical revisions may include:
  - a) Change in the numbering, cross-referencing, and arrangement of text, tables, schedules, images, and diagrams in the Plan;
  - b) Correction of numerical values, including quantity, area, density, population and employment growth, etc.
  - c) Correction of names, including the naming of streets, parks, facilities, events, etc.;
  - d) Change in punctuation, grammar, and language for clarity, consistency, or correction of typographic errors; and
  - e) Addition of technical information to schedules.
7. Recognize that in the case of a discrepancy between the text and the schedules of this Plan, the text shall take precedence. In the case of discrepancy between site specific and general policies, the site specific policies shall take precedence. In the case of discrepancy between

policies, the more restrictive policy, as determined by the County, shall take precedence. In the case of a discrepancy between the text and schedules of this Plan and those of the County Official Plan as they relate to Rossmore, this Plan shall take precedence.

8. Recognize that references in the text and schedules of this Plan to any Act, guideline, manual, or portions thereof, shall be interpreted to include any subsequent Act, guideline, manual that may amend or replace the referenced document.
9. Ensure that no municipal public works shall be undertaken and no municipal by-law passed for any purpose that does not conform to and comply with this Plan, except as provided for by the *Planning Act*.
10. Ensure that any public uses and works undertaken by any other level of government or public agency conforms to and complies with this Plan, except where exempted under specific Provincial or Federal legislation. Such public uses and works may include infrastructure and utility projects.
11. Amend this Plan, as necessary and required by Provincial legislation.

#### 5.2.2 AMENDMENTS TO THE PLAN

1. Recognize the need to amend the text and schedules of this Plan from time to time in order to reflect changing conditions and trends originating in Rossmore or beyond, or in response to a specific request.
2. Require a planning rationale report be prepared and submitted by a professional planner as part of any request or proposal to amend this Plan. Such a report shall address the purpose and effect of the proposed amendment, including but not limited to: description of the proposed amendment; consistency with the intent of this Plan; consistency with the intent of the Official Plan; and a draft of the amendment being sought. Additional supporting studies, material, and information may be required pursuant to Section 5.1.8 of this Plan.
3. Consider the following criteria when evaluating any proposed amendment to this Plan:
  - a) The manner in which the proposed amendment is consistent with the Community Vision for Rossmore;
  - b) The manner in which the proposed amendment is consistent with prevailing Provincial policy and regulations and the policies of this Plan;
  - c) The potential impact of the proposed amendment on the provision of and demand for municipal services, infrastructure, and facilities;
  - d) The potential impact of the proposed amendment on the cultural and natural heritage resources of the community;
  - e) The potential impact of the proposed amendment on the financial sustainability of the County; and
  - f) Any other criteria determined to be relevant and applicable by the County in consultation with the appropriate agencies and Indigenous communities.

#### 5.2.3 MONITORING

1. Review the Secondary Plan at least once every five years and evaluate the need to update the Plan as necessary, pursuant to Section 26 of the *Planning Act*. This review shall determine if:

- a) The goals, policies, and schedules of this Plan remain valid and realistic in view of changing circumstances; and
  - b) The policies of this Plan are adequate to achieve the community vision and goals of this Plan.
2. Monitor the number of amendments to the Secondary Plan that have been processed and any challenges faced in dealing with proposals to change the Plan as a means of determining its effectiveness and evaluating the need to update the Plan as necessary.
  3. Maintain an inventory of existing vacant lands and lands with the potential for redevelopment.
  4. Monitor the supply of residentially-designated land within the Village to ensure that sufficient land exists to accommodate the 3- and 10-year housing supply targets required under Policy 1.4.1 of the Provincial Policy Statement.

### 5.3 Public Works and Financial Management

Implementation of the principles, goals, and policies of the Secondary Plan will involve the County directly in the financing of certain projects. The Plan outlines the nature and scope of these projects, such as the provision of piped water and sanitary sewers, the development of parks and playgrounds, the upgrading of roads, the establishment of an active transportation system, etc. No public work will be undertaken unless it conforms to the Secondary Plan and meets the requirements of Section 24 of the *Planning Act*.

#### Guiding Policies

It is the intent of this Plan to:

1. Ensure that public works conform to the Secondary Plan and assist in implementing the principles, goals, and policies for the future physical development of Rossmore.
2. Ensure that the implementation of the Secondary Plan is conducted in a fiscally efficient and prudent manner.

#### Implementing Policies

Council shall:

##### 5.3.1 PUBLIC WORKS

1. Establish a priority list of projects and estimated costs, where possible, associated with implementation of the Secondary Plan.
2. Continue to utilize the 5-year capital works program as a key means of implementing the Secondary Plan.
3. Public service facilities should be co-located in community hubs, where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and active transportation.

##### 5.3.2 FINANCE

1. Strive to maintain a balanced taxable assessment ratio between residential and non-residential consistent with long term municipal financial planning.
2. Ensure that the cost of providing the additional facilities and services, or the extension of existing facilities and services, associated with growth are appropriately and equitably covered

by development proponents and in conformity and compliance with the Secondary Plan and Zoning By-law.

3. Ensure that the cost of providing additional facilities and services not associated with growth are funded from taxation, user fees, or other appropriate methods.
4. Require that all necessary agreements be executed prior to any development proceeding. Such agreements may include front-end, financial, and development agreements to provide the infrastructure necessary to serve the new development.
5. Continue to investigate financial mechanisms and initiatives to ease the burden on the general tax levy, including user fees, development charges, impost fees, public/private partnership, government grants and subsidies, and other funding sources.
6. Continue to monitor the fiscal impact of growth and development and ensure that current objectives and policies reflect changing fiscal circumstances.
7. Require the analysis of economic impacts associated with a significant development proposal, as determined by the County. The analysis will determine the likely short- and long-term impacts of the proposal on municipal operating and capital budget.
8. Planning for infrastructure, electricity generation facilities and transmission and distribution systems, and public service facilities shall be coordinated and integrated with land use planning so that they are financially viable over their life cycle, which may be demonstrated through asset management planning, and available to meet current and projected needs.

## 5.4 Appendices

Appendices included by way of reference in the Plan are included for information and do not form part of the Plan. Appendices may be updated to reflect better information or practices without the need to amend this Secondary Plan.

## APPENDIX 1

### Sample Terms of Reference – Environmental Impact Study (EIS)

In considering any development or site alteration within an EP or ES designated area, Council, in consultation with the appropriate agencies, may require the proponent to undertake an Environmental Impact Study (EIS). The scale and subject matter of the EIS required will vary with the scale and type of development proposed. This shall be determined in pre-consultation with the Conservation Authority and the municipality prior to the EIS proceeding. Such a study shall:

- a) Be prepared by a qualified professional who has been educated in, and has current knowledge of, biology, ecology, landscape ecology and any other relevant fields of study, as required (the professional shall also have an understanding of the natural heritage system of the region);
- b) Include a detailed description of the development proposal;
- c) Be consistent with the intent of the 2014 Provincial Policy Statement;
- d) For areas on and immediately adjacent to the site, include descriptions and clearly legible, scaled maps of the existing land uses, existing Secondary Plan designations, and the proposed development and site alteration, including all proposed buildings, structures, driveways and parking areas, and sources of human intrusion, light, noise, dust, etc.;
- e) Identify and evaluate the precise location and boundaries of all the natural features/areas and associated natural heritage corridors/linkages on or adjacent (as defined by the Provincial Policy Statement and supporting documents) to the site on clearly legible scaled maps, including identification of vegetation communities using the Ecological Land Classification system;
- f) Provide a thorough field inventory, mapping of species and features on site including general information regarding species at risk occurrences, life and earth science features, a complete list of flora and fauna species and features that were observed on site and related and related habitat including which ELC community they were observed in (which is to be completed during the growing season during the appropriate time of year for specific species, using Provincial survey protocols or other acceptable methodology and preferably in more than one of spring, summer, and fall – additional field work may be required during the winter for specific attributes, for example, deer wintering yards), as well as relevant information on soils and geology, slope, hydrology, and hydrogeology;
- g) Identify if suitable habitat exists on the site for known species at risk (those listed on the Species at Risk in Ontario [SARO] list) as well as suitable habitat for any species at risk that were observed on site.
- h) Describe the survey methods and level of effort undertaken including the dates, weather conditions and number of field visits/surveys to demonstrate that assessments were conducted using appropriate methodologies at the appropriate time of year.
- i) Itemize and recommend all measures that can be taken to avoid, reduce or mitigate the predicted negative impacts.
- j) Include the best information available from others (as recorded in reports and databases, or as identified via personal communication) regarding the items listed in (d) and (e) above;

- k) Review the ecological functions of the natural features identified above, including the habitat needs of species that utilize adjacent lands (as defined by the 2014 PPS and supporting documents), and an assessment of how the site contributes to the natural heritage system of the area (e.g. subwatershed) and the region;
- l) Discuss the significance, as defined in the 2014 PPS, of the natural features/areas and functions identified in (d), (e), (f), and (g) above, and assess any apparent trends in the ecological health of same;
- m) Predict the positive and negative impacts of the proposed development and/or site alteration on the various attributes of the environment on and adjacent to the site, such as habitat, vegetation, soil, surface and ground water, air, and any other relevant attributes, taking into consideration the sensitivity of the attributes, impacts both during and after construction, and where appropriate, the role of flooding and erosion hazards;
- n) Predict the cumulative residual effects of the proposal and any other existing or known future proposals in the vicinity;
- o) Evaluate the significance of all predicted positive and negative impacts on the various environmental considerations, including impacts to the natural features and their ecological functions;
- p) Recommend extents of land where: (1) disturbance must be avoided, and (2) disturbance must be limited, in order to maintain the natural features and ecological functions of the area, supported by a detailed rationale;
- q) Explore opportunities for enhancement of the natural heritage system;
- r) Discuss the merits of alternative development options, and recommend feasible and cost-effective measures that could be implemented to avoid or mitigate the predicted negative impacts of the selected option (e.g. timing of work, fencing, erosion and sediment control, pathway routing, etc.);
- s) Where appropriate, outline a program through which the mitigation measures and the long-term impacts associated with the proposal can be monitored and assessed; and
- t) Conclude with an independent professional opinion as to whether or not impacts of the development and site alteration is adverse, and whether the development proposal is consistent with the intent of the 2014 Provincial Policy Statement.

Sensitive information regarding the habitat of endangered or threatened species, or the habitat of other species at risk, shall be utilized and considered by the author, but shall not be shared in a manner that could further endanger the species or its habitat. Changes to the boundary of an evaluated area of the Natural and Scientific Interest or wetland shall be subject to the approval of the Ministry of Natural Resources.

Any approved development or site alteration shall be constructed in accordance with the recommendations of the approved EIS. An implementing Agreement between the proponent and the municipality will normally be required (e.g. a Subdivision, Site Plan, or Development Agreement). The municipality may require that funds be held in reserve for the purpose of long-term monitoring, which may occur following the completion of the development or site alteration.

The completion and acceptance of an EIS shall not guarantee that a development or site alteration proposal will automatically be permitted. Input from other agencies may be required, and Council or their designate have approval authority for applications under the Planning Act.

## **SECONDARY PLAN SCHEDULES**